

1998-2000 CATALOG



FLORIDA
MEMORIAL
COLLEGE





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Florida Memorial College

C A T A L O G

1998-1999

1999-2000

*Birthplace of the Negro National Anthem
"Lift Every Voice and Sing"*

15800 NW 42nd Avenue
Miami, Florida 33054
<http://www.fmc.edu>

Catalog Number 40

Florida Memorial College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097: Telephone number 404-679-4501) to award the Bachelor of Arts and Bachelor of Science degrees. The College is also chartered by the State of Florida.

****Lift Every Voice and Sing***

*Lift ev'ry voice and sing,
Till earth and heaven ring,
Ring with the harmonies of Liberty
Let our rejoicing rise
High as the list'ning skies
Let it resound loud as the rolling sea.*

*Sing a song full of the faith that the dark past has taught us;
Sing a song full of the hope that the present has brought us;
Facing the rising sun
Of our new day begun
Let us march on till victory is won.*

*God of our weary years,
God of our silent tears,
Thou who has brought us thus far on the way;
Thou who hast by thy might,
Led us into the light,
Keep us forever in thy path, we pray.*

*Lest our feet stray from the place, our God, where we met Thee,
Lest our hearts drunk with the wine of the world, we forget Thee;
Shadowed beneath Thy hand,
May we forever stand,
True to our God, True to our native land.*

Mr. J. Rosamond Johnson, a faculty member of Florida Memorial College (then the Florida Baptist Academy), and his brother, James Weldon Johnson, composed and wrote the words for the Negro National Anthem. The anthem was first sung by the students of the Florida Baptist Academy for President Theodore Roosevelt in 1901 during his visit to the academy in Jacksonville, Florida.

**first and third stanzas*

A MESSAGE FROM THE PRESIDENT



The mission of any worthy institution of higher learning should be to produce the best graduate it can. At Florida Memorial College, it is our goal to foster the growth and development of our students in such a way that they will be able to achieve their potential during college and in the years that follow.

It is our intent to empower our students to succeed in their chosen careers; to become responsible and contributing citizens in their communities; to participate in a rich and fulfilling family life while meeting their responsibilities; and enjoying the blessings of the faith we seek to instill and bolster while they attend Florida Memorial College.

All of the FMC family – students, faculty, staff, alumni, and community partners – are also intent on helping them to become tomorrow's leaders, as evidenced by the successful alumni who proudly acknowledge the training they receive while attending this institution. To do this, we concern ourselves with building character, the unending process of learning, the continuing acquisition of knowledge, and the development of responsibility for one's self, neighbors, colleagues, community and family.

Join us in our journey towards the 21st century. Become a part of the winning team - a team that makes your success our goal!

A handwritten signature in dark ink, which appears to read "Albert E. Smith". The signature is stylized with a large, sweeping flourish at the end.

Albert E. Smith, Ph.D.
President

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STATEMENT OF DISCLOSURE

The information contained in this Catalog represents the current requirements, regulations, programs, fees and other charges of Florida Memorial College. Regulations and requirements stated herein, including fees and other charges, are subject to change without notice at the discretion of the Board of Trustees and the President of the College. The College further reserves the right to require a student to withdraw at any time, as well as the right to impose probation on any student whose conduct is unsatisfactory. Admission based on false statements or documents will be voided. Credit will not be granted for classes taken under these circumstances. In addition, tuition or fees paid will not be refunded if a student is dismissed or suspended from the College for cause. Any balances owed the College are considered receivable and will be collected.

Florida Memorial College maintains a system of records which includes application forms, letters of recommendation, admission test scores and student transcripts. Records are made available upon written request through the Office of the Registrar. Direct access and disclosure to a third party is prohibited by law. Access is given only upon written consent by the student or if required in legal matters. Disclosure of student records to parents is not prohibited if the student is listed as a dependent on the federal income tax form of the parent.

A person does not have the right of access to educational records until he or she has been admitted and has actually begun attending Florida Memorial College.

Parents of dependent students will be provided a hearing by Florida Memorial College if they wish to challenge the contents of the record. If still not satisfied, the parents of dependent students may add explanatory or rebuttal matters to the record.

Florida Memorial College practices a policy of nondiscrimination in employment and admission. It is a policy of the College to provide equal opportunities to all eligible persons without regard to race, religion, color, national origin, citizenship, age, sex, marital status, handicap, labor organization membership, political affiliation, height, weight, and record of arrest without conviction.

INSTITUTIONAL STATEMENT OF PURPOSE

Florida Memorial College, a historically Black College related to the Baptist Churches and traditions, is one of the oldest academic centers in Florida. The private coeducational, baccalaureate degree-granting college has its origins in the Florida Baptist Institute, founded in 1879 in Live Oak (Florida) and in the Florida Baptist Academy, founded in 1892 in Jacksonville (Florida). These two institutions merged in 1941 to form the Florida Normal and Industrial Memorial Institute in St. Augustine, Florida. The institution became a four-year college in 1945. Following several name changes, the present name Florida Memorial College was adopted in 1963. The institution moved to its present South Florida location in Miami, Florida in 1968.

Florida Memorial College serves a culturally diverse student population through programs in liberal and technical education. These programs are designed to prepare students to function effectively in a highly competitive technological global society. Challenging educational opportunities are offered through the academic divisions to traditional and non-traditional students. Internships and other experimental learning programs are incorporated in the learning environment. Academic programs are supported by library services, academic advising, testing, developmental education, support services, career planning and placement, counseling and student activities.

The College is committed to excellence in its programs and to this end, appropriate curricula and programs are developed to provide instruction to students at their level of achievement as they seek knowledge and skills necessary for successful completion of a progression of academic standards.

Florida Memorial College is dedicated to the pursuit of knowledge and truth; the free exchange of ideas; and the transmission of African-American history and heritage. The College recognizes that education contributes to the quality of life and expects that students will leave its community of scholars and traditions prepared to participate fully in society.

The definitive mission of Florida Memorial College is to inculcate in students the importance of life-long learning and a commitment to leadership through service in the enhancement of their lives and the lives of others.

COLLEGE OVERVIEW

Florida Memorial College is a private, coeducational, four year college in South Florida, which offers programs to educate students liberally for the world of work in a post-industrial, high-technological society. It is a historically Black college, related to the Baptist churches and traditions, which serves students from Florida, the Caribbean and other areas.

Florida Memorial College seeks to meet the students at their levels of achievement at the time of entry and to heighten those levels of skill and achievement to the point where graduates can function even more successfully in economic, social, and other life areas. To this end, the College provides appropriate curricula and programs which provide the student with instruction to improve those skills necessary for successful completion of a progression of academic standards.

The College offers educational opportunities, including internships and other experiential learning programs, which are designed for resident and commuting students and which accommodate the mature learner. The educational programs are offered through the College's academic divisions. Support for these academic divisions is provided through academic advising, testing, developmental education, support services, library services, career placement, counseling and student activities.

The College expects that, as students leave its community of traditions and scholars, they will be prepared to participate fully in society. The College is dedicated to the free exchange of ideas, pursuit of knowledge, and the transmission of Black history and heritage. These goals are achieved through three processes: effective and efficient teaching, scholarly activities, and community service. The College also recognizes that education contributes to the quality of one's life. Because productive membership in a technological society requires technical, social and communication skills, the College seeks to assist positively all students to realize their potential as individuals, as participants interacting in multi-ethnic groups, as skilled members of complex organizations, and, ultimately, as leaders in society.

ACCREDITATION

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MEMBERSHIPS AND AFFILIATIONS

Florida Memorial College is a member of the following:

Association of Collegiate Business Schools and Programs
American Council on Education
Council of Independent Colleges
The College Fund/UNCF
Independent Colleges and Universities of Florida
National Association for Equal Opportunity in Higher Education
Greater Miami Chamber of Commerce
Southeastern Testing Association
Southeastern Association of Colleges and Employers
Florida Cooperative Education and Placement Association
Southeast Florida Library Information Network
Public Relations Society of America
Florida Association of Colleges for Teacher Education
National Association of College Deans, Registrars, and Admission Officers
Southern Regional Honors Council
American Association for Higher Education
National Council of Educational Opportunity Association
Southern Association of College Student Affairs
Southern Association of Educational Opportunity Personnel Programs
National Intramural/Recreation Sports Association
National Association for Students Financial Aid Administrators
Southern Association for Students Financial Aid Administrators
Florida Association for Students Financial Aid Administrators
National Society of Fundraising Executives
National Athletic Intercollegiate Association
Sun Coast Conference

THE COLLEGE CAMPUS

The campus, surrounding a quiet lake is situated on a spacious 77-acre site just north of the Opa Locka Airport. The Palmetto Expressway (SR 826) is close by, offering easy access to I-95, I-75, and the Florida Turnpike. The campus complex is a cluster of modern air-conditioned buildings which is more than a three-minute walk from the farthest point on campus.

ROYAL W. PURYEAR ADMINISTRATION BUILDING

This facility houses the office of the President and boardroom; the offices of the Vice-President for Business and Fiscal Affairs; the Vice-President of Development and College Relations; the Special Assistant to the President and the central telephone switchboard

SARAH A. BLOCKER HALL

This two-story building houses the faculty of the General College Division, classrooms, and the offices of various support services. A Computer-Assisted-Instruction Laboratory, the Duplicating Center and word processing room, and a Reading Center are located in this facility

MATTHEW W. GILBERT AUDITORIUM

This facility seats approximately 400 persons and is used for dramatic and musical productions, lectures and assemblies. The Testing Center is also a part of this facility

M. ATHALIE RANGE SCIENCE HALL

This two-story building is home of the Division areas of Natural Sciences and Mathematics. Laboratories for the biology, chemistry, and physics programs are major features of this building. Space is also provided for an electronic classroom, as well as faculty offices with adjoining laboratories to accommodate research projects and scientific experiments.

NATHAN W. COLLIER LIBRARY

The Library is an attractive two-story structure located at the heart of the Campus. Encompassing 25,000 square feet of floor space with a reading room on each level, the library has a seating capacity of over 500. A collection of over 110,000 volumes, an audio visual center, and a periodicals collection of over 753 subscriptions to journals and newspapers in support of academic programs are located in this building. The library also maintains a collection of books by and about Black people, an institutional archives, and small museum. On-line access is available through OPAC (On-line Public Access Catalog). The library utilizes the GALAXY Integrated Library System. The library also offers access to the INTERNET.

The library is an associate member of the Southeast Florida Library Information Network (SEFLIN). Through this Consortium students, faculty members, and professional staff have library privileges with member institutions. Additionally, the Consortium affords inter-library loans access.

JAMES WELDON AND ROSAMOND JOHNSON FINE ARTS BUILDING

This facility houses classrooms, practice rooms for piano, organ and other instruments, rehearsal rooms for band and choir, an art studio, an amphitheater for open-air concerts, and offices for faculty.

A. CHESTER ROBINSON ATHLETIC CENTER

The College Gymnasium has a floor space of 120 X 90 feet for basketball, volleyball, indoor tennis and other indoor sports. Adjoining the gymnasium is an L-shaped 80 X 53 X 77-foot swimming pool for instruction and recreation. Offices of the Athletic Director and other Physical Education faculty are housed in the facility.

J.T. BROWN AND A. B. COLEMAN, SR. RESIDENCE HALLS

These residence halls for men contain individual rooms, recreation and study lounges, laundry rooms, storage rooms, and space for the residence hall directors.

WILLIE C. ROBINSON AND RAY GOODE RESIDENCE HALLS

These residence halls for women contain individual rooms, recreation and study lounges, laundry rooms, storage rooms, and space for the residence hall directors.

G.W. COLEMAN AND K.S. WESTFALL PHYSICAL PLANT

This facility houses the general maintenance department and xxxx sq. ft. air conditioning system of the college.

J. C. SAMS ACTIVITY CENTER

The J.C. Sams Activity Center is situated attractively on the shores of the campus lake. It contains the bookstore; student, faculty, and executive dining rooms; game and entertainment rooms; the Sub Shop; offices for Student Development; meeting and conference rooms; space for social and cultural activities; and an adjoining lakeside patio.

SUSIE C. HOLLEY RELIGIOUS CENTER

The Susie C. Holley Religious Center houses a chapel with seating for 600. The building also includes classroom space for the study of Religion and Philosophy, and offices of the College Minister and other Religion and Philosophy faculty.

WILLIAM LEHMAN AVIATION BUILDING

This facility, named in honor of Congressman William Lehman, is a three-story, state-of-the-art complex. It contains modern spacious classrooms and laboratories. Simulation trainers for the Airway Sciences; a board room, a 200-seat auditorium with satellite downlink; faculty offices, and an aviation education resource center are also a part of this complex.

ANDREW ANDERSON AND DONALD BACON SERVICE CENTER

This facility is a one-story building which houses the office of Admissions, the Registrar, Financial Aid and related fiscal affairs offices.

OFF-CAMPUS SITES

Florida Memorial College serves the needs of citizens of the Greater Miami area through four off-campus sites. Students may matriculate in selected general education and upper division courses in Accounting, Business Administration, Criminal Justice, Education, Sociology and Psychology.

CAMPUS DIRECTORY

Campus Address 15800 NW 42nd Ave.
Miami, FL 33054
Campus Number: (305) 626-3600
Campus Fax: (305) 626-3769

Academic Advisement	(305) 626-3666
Academic Standing, Probation, Suspension, Readmission	(305) 626-3756
Academic Affairs Office	(305) 623-4223
Academic Divisions	
<i>Division of Airway and Computer Sciences</i>	(305) 623-1440
<i>Division of Business Administration</i>	(305) 623-4288
<i>Division of Education</i>	(305) 623-4279
<i>Division of Extension and Continuing Education</i>	(305) 626-3679
<i>General College Division</i>	(305) 626-3662
<i>Division of Humanities</i>	(305) 626-3683
<i>Division of Natural Sciences and Mathematics</i>	(305) 626-3699
<i>Division of Social Sciences</i>	(305) 623-1408
Admissions e-mail address: admit@lions.fmc.edu	(305) 626-3750
Alumni Affairs	(305) 626-3657
Athletic Department	(305) 626-3690
Bookstore	(305) 626-3726
Career Placement Office	(305) 626-3782
Counseling Office	(305) 626-3138
Development and College Relations	(305) 626-3608
Financial Aid	(305) 626-3742
Fiscal Affairs	(305) 626-3623
<i>College Bursar</i>	(305) 626-3739
Freshmen Year Experience Program	(305) 626-3662
Health Clinic	(305) 626-3760
Housing	(305) 626-3718
International Students	(305) 626-3750
Library	(305) 626-3641
Public Relations	(305) 626-3624
Registrar	(305) 626-3756
<i>Transcripts</i>	(305) 626-3754
Security	(305) 626-3771
Student Activities	(305) 626-3715
Student Affairs	(305) 626-3710
Student Support Services	(305) 626-3723
Testing	(305) 626-3776
Veterans Affairs	(305) 626-3756

DEVELOPMENT AND COLLEGE RELATIONS

The Office of Development and College Relations is responsible for the operation of all College programs relating to external relations and institutional advancement. Office activities are centered in the following four departments:

DEVELOPMENT

The Office of Development provides resources and staff support to identify, evaluate, cultivate, and implement programs to advance the College's development goals through contributions from public and private sources.

Development programs include the annual fund drive, capital campaign, endowments, government relations and other special fund-raising projects.

PUBLIC RELATIONS

The overall goals of the Office of Public Relations are to enhance the image of Florida Memorial College and to project the institution as one committed to excellence in education and to the community. The Office maintains open communication with the media and looks for and develops opportunities for favorable news coverage. The director assists with the planning of various campus events and serves as the official spokesperson for the College. In addition, the director assists with the publication of brochures, newsletters, reports, and other such documents to be distributed to the public.

CHURCH RELATIONS

The Office of Church Relations seeks to strengthen the bond between the College and the external church community. Special events such as Donation Day, the Baptist Youth Camp, the Convention House Party, and other meetings and seminars are coordinated by the Office.

The Director acts as a liaison between the religious community (conventions, associations, and individual churches) and the College administration and represents the College, when necessary, at denominational functions.

ALUMNI AFFAIRS

The Office of Alumni Affairs is responsible for developing programs designed to increase the number of active alumni. The office works to coordinate events that keep alumni abreast of institutional progress and goals as well as to increase alumni contribution through various fund-raising events.

The Office of Alumni Affairs in collaboration with the National Alumni Association organizes chapters and provides technical assistance when necessary. It enlists alumni in recruiting students. Newsworthy information is disseminated through the college newsletter and other bulletins.

SCHEDULING/CORPORATE SEMINARS

The Scheduling Office is responsible for scheduling the use of Campus facilities for meetings, seminars, events, etc. for internal and external individuals and/or groups. This office also provides, to the extent possible, the necessary equipment and support services to ensure the success of the scheduled activity.

The Corporate Seminar Series exposes selected Florida Memorial College students to the top administrative officers of major corporations through monthly seminar sessions. This program is designed to give students an opportunity to become more knowledgeable about their selected career choices through one-on-one interaction and information sharing with corporate executives.

STUDENT AFFAIRS

Students who enroll in Florida Memorial College, as well as their parents or guardians, are expected to accept the educational philosophy and goals of the institution. Both parties also agree to accept conditions defined in this *Catalog* and in the *Student Handbook*.

COLLEGE STANDARDS

When students enroll at Florida Memorial College they subscribe to the standards of personal conduct which the College considers fundamental to group living, and it is assumed they will take advantage of the opportunities to learn how to make prudent decisions regarding their own conduct.

Students assume total responsibility for their actions as they relate to the rules, regulations and policies of the College, and maintain high standards of courtesy, integrity, and personal attire.

The College does not permit the use or possession of illegal drugs, alcoholic beverages, or firearms of any kind on the campus, at any College-sponsored activity, or when representing the College.

The College reserves the right to notify civil authorities whenever a student is guilty of or charged with a violation of civil law.

The College reserves the right to suspend or dismiss students when such action seems indicated in the best interest of the College or the overall student body.

COUNSELING SERVICES

The counseling services help to implement the day-to-day purposes of College life through non-academic functions. The counseling services begin when a student registers as a freshman at the College. In addition to continuing advisement, counseling occurs at three levels: academic, vocational, and personal.

Counseling is an integral part of the guidance program. One form of counseling is academic advisement. Faculty advisors assist each student in designing a program of study commensurate with the student's needs, interests, and abilities.

Special counseling is also available upon request to help the individual resolve typical problems involving choice of vocation, major, study habits, and personal and social

adjustment. The counselors for men and women are responsible for this form of counseling. At the request of a student, these individuals will also refer them to outside agencies.

CULTURAL ACTIVITIES

To enrich the cultural development of its students, Florida Memorial College offers a comprehensive program of cultural events. These include lectures, displays, exhibits, dances, music, plays, and movies. Some events are free to all students upon presentation of identification cards while others are offered for a nominal fee.

STUDENT ACTIVITIES

The College provides a well-rounded program of student activities for the total development of its students. This program is administered by the Director of Student Activities. A concerted effort is made to include a broad range of activities to meet the varied needs, interests, and abilities of the student body. The program of activities allows each student to develop leadership ability, meet new friends, and have relevant experiences.

The staff in Student Development works closely with personnel in all College programs and activities so that students may be aware of developmental resources available to them on campus.

RELIGIOUS ACTIVITIES

Students may participate in the Christian Student Union, sponsored by the Campus Minister. Weekday and Sunday worship services are held during the school year in the Susie C. Holley Religious Center.

FRESHMEN ORIENTATION

Since college study represents a first-time experience for most freshmen students, the Office of Student Affairs in conjunction with the Office of Academic Affairs, provides a series of activities designed to help these students make a positive adjustment to college life. At the beginning of each semester, new students are made aware of the facilities and services available in the college community. During this learning experience, college personnel obtain information about the college; facilities; regulations and services, officials and student leader, etc. in the collegiate experience. Various social and inspirational activities are also offered.

Freshmen are assigned special advisors to advise them throughout the school year. It is expected that students will derive information that will help them cope with the independence and responsibility of college life.

HEALTH SERVICES

A health services program covering the treatment of minor illnesses is provided for full-time students. These services are housed in the Student Health Clinic and are maintained on an outpatient basis. Further information concerning this resource is found in the Student Handbook.

COUNSELING CENTER

The counseling center provides comprehensive mental health services to students, faculty and staff. Specifically, outpatient, individual and group psychotherapy, as well as informative workshops on various clinical topics are provided. The center has a referral relationship with a psychiatrist for in-patient and psychotropic medication services when necessary. In addition, the Center provides 24-hour on call crisis intervention services.

The Counseling Center's services are provided by a licensed Ph.D. psychologist and other professionally qualified staff. All records of the Counseling Center are confidential.

ANTI-HAZING POLICY

Hazing of students will not be a part of any initiation practices, whether for new students, social clubs or Greek-letter organizations. Hazing done in the name of an organization can result in the organization's loss of privileges, including suspension of its operating privileges on campus. Hazing done by a student as an independent act, can result in the student's dismissal from the College. Violation of this regulation must be reported to the Vice President for Student Affairs. All cases involving hazing will be referred to the Judicial Affairs Committee.

Hazing occurs when in the course of initiation into or in becoming affiliated with an organization an individual is subjected to intentional or reckless conduct which creates a substantial risk of physical injury or in fact causes physical injury.

Financial Aid

Financial Aid is granted to students at Florida Memorial College, primarily based on need. The student's need is determined following the completion of the Free Application for Federal Student Aid (FAFSA). The FAFSA is available from high school counselors or the College's Financial Aid Office. It is recommended that the students' or parents' tax return be used when completing the FAFSA.

All eligible students are required to apply for various federal and state programs by completing the FAFSA no later than March 13 for priority consideration. Each student must also complete an institutional application to provide the Office of Financial Aid with additional data required to start his/her financial aid file.

CAMPUS-BASED AID

College Work Study Program (CWSP) and Supplementary Education Opportunity Grants (SEOG) are distributed by the Financial Aid Office according to students' needs. Preference is given to eligible students with exceptional financial need. Depending upon government funding levels, funds are distributed to assist students in meeting direct costs (room, board, tuition and fees for resident students, tuition and fees for off-campus residents). Indirect costs (transportation, living expenses, books) are usually the responsibility of students.

Students are responsible for processing the appropriate forms for grants, loans, and scholarships with the assistance of the Financial Aid Office. Students should refer to the Florida Memorial College Consumer Bulletin for Financial Aid for detailed instructions on applying for financial aid.

SCHOLARSHIPS

Scholarships at Florida Memorial College are awarded to assist students in meeting their financial obligations at the College. Students may receive scholarships based on major, classification, geographical location, academic achievement, and other qualifications that may be stipulated by donors. Scholarships are categorized as Restricted, Unrestricted, and Flexible Programs. Information on the various scholarships awarded at the College can be obtained from the Office of Financial Aid and the Director of Enrollment Management.

SCHEDULE OF TUITION, FEES
AND SERVICE CHARGES

Tuition and Fees

Fall		Spring	
Tuition (12-15 hours)	2,710	Tuition	2,710
Room	863	Room	863
Board	755	Board	755
Fees	465	Fees	465
Total per semester	\$4,793		\$4,793

SERVICES CHARGES

Admission Application *	\$ 15
CLAST	35
Course Add/Drop	10
Credit By Exam (each credit hour)	227
Graduation	150
Key/Damage Deposit (refundable)	50
Dorm Damages	25.00
	&up
Late Registration	50
Pre-registration (failure to pre-register)	50
Parking Decal (each year)	10
Parking Citation	15
Replacement Diploma	10
Replacement I.D. Card	25
Mail box key deposit (refundable)	10
Mail box rental fee	10
Returned Check	25
Promissory note fee	50

Education Management Serv. late payment fee *	15
TOEFL	28
Transcript, Regular US Mail	3
Transcript, Certified US Mail	6
Transcript, Next day delivery	12
Transcript, Overseas	18
Library Fines per day per book	.25
Library fines per book monthly	6.00
Shipping & handling charges - lost book	6.00
 Tuition per credit hour	 226

*NON-REFUNDABLE

The schedule of tuition, fees and service charges is reviewed and published annually. Current information on these amounts is available at the Student Accounts Office.

The College reserves the right to change without notice its tuition, fees, service charges, rules, and regulations at the beginning of any semester and during the year, should conditions so warrant. This right will be exercised judiciously.

DESCRIPTION OF SERVICE CHARGES

Books, school supplies, travel expenses, medical expenses other than those provided on-campus and through the Student Health Insurance Program, and miscellaneous personal items are additional expenses which must be considered when preparing a student's budget.

Admission Application: A fee of \$15 must be sent to the College with each application for admission. This fee is non-refundable and is not credited to the student's account upon admission.

CLAST: A fee of \$35 is charged to defray the College's cost to administer the College Level Academic Skills Test (CLAST).

Course Add/Drop: A fee of \$10 is charged for each course added or dropped from a student's schedule after the close of registration.

Credit by Exam: A \$227 per credit hour examination fee is charged for divisional proficiency examinations for credit.

Graduation: A fee of \$150 is charged to graduating seniors for purchase of their cap and gown, the Senior banquet and other ceremonial activities related to the Baccalaureate and Commencement exercises. All graduates must pay this charge even if they choose not to participate in the activities.

Room Reservation Fee: All new students desiring on-campus housing are required to pay a room reservation fee of \$100 (\$50 for all returning students each semester) prior to arriving on campus. A \$50 refundable damage/key deposit is also required by all residential students to secure a room. Upon arriving on campus and successfully completing the registration process, the \$100 (or \$50 for returning students) will be credited toward the students' room charges.

If for any reason a student decides not to attend Florida Memorial College or changes his/her mind about residing on campus, the reservation fee is non-refundable and will not be credited to the students' account.

All resident students are assigned a mailbox. The rental fee is \$10 per academic year plus a \$10 refundable deposit for the mailbox key. All keys should be returned at the end of each semester.

Key/Damage Deposit: A \$50 deposit must be paid on or before registration by every student who will live in the dormitory. This deposit is not a part of the housing fee. It will be refunded when the student leaves his/her campus dormitory, provided he/she (1) checks out properly, (2) return their room and mail box keys and other College property, (3) is not responsible for any damages to College property, (4) do not have an account balance with the College and (5) have observed College policies concerning room cancellations and withdrawals from the dormitory. Refunds are not done automatically. An application for a refund must be submitted to the Bursar's Office.

Late Registration: A fee of \$50 is charged to any student who registers for courses after the last day scheduled for registration in the College catalog or as published by the Registrar. All currently enrolled students who do not pre-register during the pre-registration period for the next semester will be assessed a \$50 fee during regular registration.

Meals: All resident students are required to purchase a semester board (meal) plan. If your "Lion's Express" ID card is lost, stolen, washed, destroyed, misplaced or damaged, report this immediately to your dorm counselor and apply for a replacement at the cashier's window (cost is \$25 for a replacement).

Non-resident students may purchase twenty (20) meals for \$50. These twenty meals will be credited to your "Lion's Express" ID card and can be used for any meal in the

cafeteria. You may also purchase ten (10) meals for \$25.

No one is permitted to eat in the cafeteria without their computerized "Lion's Express" ID card or cash payment. If your card is lost, damaged, stolen or invalid, you must report this to the Student Accounts Office. Food Service is not responsible for the issuance of ID cards.

Parking Decal: A fee of \$10 per year is charged for a parking decal which registers a vehicle for use of campus roadways and parking facilities. An additional fee of \$10 per year is required for the purchase of a replacement decal or second-car decal. A valid ID, driver's license, car registration and insurance information are required.

Replacement Diploma: A fee of \$10 is charged to replace a diploma. Requests must be made through the Registrar's Office.

Replacement I.D. Card: A fee of \$25 is charged to replace a lost or stolen College "Lion's Express" identification card.

Returned check: Students with approved College check cashing cards may cash one personal check per week for an amount not to exceed \$25 at the Cashier's window during normal business hours. A fee of \$0.25 will be charged for each check cashed. Pursuant to Florida law, any check issued to the College for which sufficient funds are not available to ensure payment upon presentation is subject to a returned check fee of \$25. If two checks are returned because of insufficient funds, check cashing privileges will be revoked and disciplinary action taken.

Room and Board: Students who reside on campus must pay the full Room and Board fee. Room and board fees provide for the use of dormitory space during the period stated in the College calendar.

Promissory Note fee: A processing fee of \$50 is charged to defray the cost of providing a deferred payment plan for students who, for financial reasons, are unable to pay the full amount of their bill at the time of registration.

TOEFL: A fee of \$28 is charged to defray the College's cost to administer the institutional Test Of English as a Foreign Language.

Transcript Fee: A fee of \$3 is charged for each requested copy of a transcript. Transcripts will be sent by regular US mail. If requested, transcripts may be sent by Certified US mail for a fee of \$6 or by next day delivery for a fee of \$12.

Payment of Tuition and Fees

1. All tuition and fees are due and payable at the time of registration.
2. Students who receive financial aid must pay the difference between their financial aid awards and their total charges for the semester before being permitted to enroll for a given semester.
3. Financial Aid classified as "pending or "applied for" will not be accepted toward meeting the requirements for registration unless a positive evaluation is given by the Director of Financial Aid or his/her designee.
4. Students may choose to pay charges owed for an upcoming semester through a College-approved 10-month installment plan. All inquiries and applications should be made directly to: **Education Management Services 1-800-355-2990**.
5. Notification of awards and scholarships from outside sources to pay a student's account must be sent directly to the Student Accounts Office from the Sponsor. The notice must either accompany the payment or state the manner in which the sponsor is to be billed.

How to Make Payment: The College accepts cash, certified checks, money orders, VISA and MASTERCARD in payment of College expenses. Payments may be made in person at the Cashier window during posted business hours or by mail. Mail should be addressed to:

Bursar
Florida Memorial College
15800 NW 42 Avenue
Miami, Florida 33054

When payment is made in cash, the payor must receive a receipt and retain that receipt for future reference as evidence of the cash payment. Please do not send cash in the mail. Do not pay cash to any person other than the College's Cashier and please ask for a receipt at the time of payment if one is not given. Personal checks are not accepted.

DEFERRED PAYMENT PLAN

Should parents or students desire to defer payment of a portion of the basic charges for tuition, fees, room and board, arrangements should be made directly with the Student Accounts Office. A deferment processing fee of \$50 per plan will be charged for this privilege.

Each student must satisfy all financial obligations to the College in accordance with the Deferred Payment Plan in order to (1) retain campus housing, (2) take midterm and final examinations, and (3) continue matriculation in the following semester.

EXAM PERMIT

Students are required to present examination permits or clearance prior to taking midterm and final examinations. Exam permits/clearance are picked up at the Office of the Bursar.

SPECIAL STIPULATIONS

A student is not considered registered until he/she has been cleared financially and his/her registration form has been stamped and signed by the Student Accounts Office. The release of grades, transcripts or diplomas is prohibited if any unpaid balances are owed to the College.

Students are expected to meet their payment obligations promptly and without notice from the Student Accounts Office. It is the student's personal responsibility to inform his/her parents, guardians and sponsors of all financial obligations to the College and the due dates for payment. Students must also follow up with the Student Accounts Office on regular basis to ensure that payments are received and credited to their accounts.

REFUND OR ADJUSTMENT OF TUITION, FEES, AND OTHER CHARGES

Tuition refunds are based on the total tuition charges and not on the amount paid. Board charges are refundable on a prorated basis to students who are properly withdrawn.

Financial Aid programs which provide awards to students will be refunded in accordance to the formula required by local, state, or federal law. Balances due as a result of the refund are the responsibility of a student who withdraws.

Fees paid for application, processing charges, mailbox rental, room charges, etc. are not refundable. No portion of a scholarship from Florida Memorial College is refundable.

A student may withdraw or cancel classes from Florida Memorial College within three (3) working days, pursuant to S.246.D.41 (1) (n) 3.e of the Florida statutes and receive a full refund with the exception of non-refundable charges. All refunds shall be made within thirty (30) days of the date that the College determines that the student has withdrawn. Tuition and general fees shall be refunded in full, **less an administrative fee not to exceed 5% of the term's tuition, if notice of withdrawal from the college is received prior to the end of the first calendar week of classes, and if written documentation is received from the student.** Tuition and general fees shall also be refunded in full for current term, less an administrative fee not to exceed 5% of the term's tuition, under the following circumstances: (1) for credit hours dropped during the first calendar week of classes (2) courses canceled by the college; (3) involuntary call to active military duty; (4) documented death of the student; (5) exceptional circumstances, with the approval of the President of the College or his designee. Once courses are selected, the student must withdraw from the College and execute the required official forms. The student will receive tuition and general fees refunds, less administrative fee not to exceed 5% of the term's tuition at the following rates:

REFUND SCHEDULE

Tuition and general fees
Each Fall and Spring Semester

<i>If withdrawal from the College is made:</i>	<i>Amount Refunded</i>
before the end of the 5 th day of classes	100%*
between the 6 th - 10 th day of classes	80%*
between the 11 th - 15 th day of classes	60%*
between 16 th - 20 th day of classes	40%*

No refunds will be made after the 20th day of classes

Summer Session

1 st - 5 th day of classes	100%*
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No refund will be made after the 5th day of summer classes

*Less administrative cost

Fees and room charges are not refundable.
Board is prorated based on term attendance

A student may withdraw or cancel classes from Florida Memorial College within three (3) working days, pursuant to S.246.D.41 (1) (n) 3.e of the Florida statutes and receive a full refund with the exception of non-refundable charges. All refunds shall be made within thirty (30) days of the date that the College determines that the student has withdrawn. Tuition and general fees shall be refunded in full, **less an administrative fee not to exceed 5% of the term's tuition, if notice of withdrawal from the college is received prior to the end of the first calendar week of classes, and if written documentation is received from the student.** Tuition and general fees shall also be refunded in full for current term, less an administrative fee not to exceed 5% of the term's tuition, under the following circumstances: (1) for credit hours dropped during the first calendar week of classes (2) courses canceled by the college; (3) involuntary call to active military duty; (4) documented death of the student; (5) exceptional circumstances, with the approval of the President of the College or his designee. Once courses are selected, the student must withdraw from the College and execute the required official forms. The student will receive tuition and general fees refunds, less administrative fee not exceed 5% of the term's tuition at the following rates:

REFUND SCHEDULE

Tuition and general fees
Each Fall and Spring Semester

<i>If withdrawal from the College is made:</i>	<i>Amount Refunded</i>
before the end of the 5 th day of classes	100%*
between the 6 th - 10 th day of classes	80%*
between the 11 th - 15 th day of classes	60%*
between 16 th - 20 th day of classes	40%*

No refunds will be made after the 20th day of classes

Summer Session

1 st - 5 th day of classes	100%*
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No refund will be made after the 5th day of summer classes

*Less administrative cost

ADMISSIONS

Florida Memorial College seeks to attract students who has the potential for success and who present the necessary personal and academic qualities to derive maximum benefit from the programs offered by the college.

A myriad of factors are taken into consideration in the selection of a freshman class, and each applicant is viewed on an individual basis.

The primary source used to determine a student's readiness for college is the student's high school preparation. In addition, the student's maturity, intellectual awareness, motivation and determination toward learning are also key indicators. The student's performance on the SAT and/or ACT are considered with other credentials in the application review for admission to Florida Memorial College.

APPLICATION PROCEDURES

In order to be considered for admission to Florida Memorial College, Freshman applicants must fulfill the following requirements:

1. Submit a completed Florida Memorial College application for admission and the non-refundable application fee of \$15.
2. Submit official high school transcript or General Education Development (GED).
3. Submit either Scholastic Aptitude Test (SAT) or the American College Test (ACT), Enhanced. These scores are used for advisement and placement purposes.
4. Submit one letter of recommendation and a personal statement.
5. Submit a health certificate completed by a certified physician.

It is advisable for Freshman applicants to submit applications early in the first semester of the senior year of high school to ensure that all documents are received in a timely manner.

Applicants in the top 20% of their graduating class may be invited to participate in the Honors Program of Florida Memorial College. All applications materials listed above must be submitted to the Office of Admissions.

TRANSFER APPLICANTS

Applicants who wish to transfer from other colleges or universities to Florida Memorial College must submit the following documents to the Office of Admissions:

1. A completed Florida Memorial College application and the non-refundable application fee of \$15
2. Official high school, college/university transcripts.
3. Scholastic Aptitude Test (SAT) scores or American College Test (ACT) - Enhanced scores; (The Florida State Department requires all students wishing to pursue a degree in Education to have a combined score of 840 on the SAT or a composite score of 17 on the ACT - Enhanced)
4. One letter of recommendation and a personal statement
5. Health Form completed by a certified physician.

Transfer applicants who possess an Associate of Arts Degree (A.A.) from an accredited Florida community or junior college will be accepted as juniors with the understanding that some prerequisite work (which may include general education requirements) must be completed for the programs in which they enroll. Academic divisions will make the final determination of credits accepted toward the chosen curriculum.

Students earning an Associate of Arts degree from a regionally accredited community or junior college will be considered for junior standing upon recommendation of the Office of Academic Affairs, programs are similar to those of the Florida Public Community/Junior Colleges, or in cases where articulation agreements with Florida Memorial College are in effect. The same criteria that is enforced for transfer applicants from Florida community/junior colleges will apply.

INTERNATIONAL AND NON-NATIVE ENGLISH SPEAKING APPLICANTS

International students must meet the admissions requirements of the College as described in the previous section and comply with the following:

1. Official high school records indicating secondary school graduation or its equivalent. International students who studied in the British Educational system must submit certified copies of the General Ordinary Level Certificates of Education (G.C.E. >O= levels) and have a minimum of five >O= levels, including English language and Mathematics.
2. Proficiency in English must be established, if the student's native language is not

English, by a satisfactory TOEFL score. Applicants who submit less than satisfactory scores on the TOEFL will be required to enroll in English as a Second Language (ESL) until an acceptable level of proficiency has been acquired.

3. A bank statement must be submitted which includes verification of the applicant's ability to pay school tuition and fees for at least one academic year.
4. A signed and notarized affidavit of support from the sponsor of the student.

EARLY ADMISSION

Florida Memorial College grants early admission to exceptional high school students who meet the following criteria:

1. Earned a minimum high school grade point average of 3.0
2. Scored 1000 or more on the SAT or 21 or more on the ACT
3. Received three letters of recommendation from high school officials (principal, counselor, teacher).

ADMISSION STANDARDS

A graduate of a high school approved by a recognized accrediting agency. A student's high school preparation should include four (4) units in English, three (3) units in Mathematics, two (2) units in Natural Sciences, and two (2) units in Social Sciences.

Two (2) units of Foreign Language are also recommended to be included in the preparation of entering students.

Provisional Admission

Refers to a student applying for admission to Florida Memorial College who does not meet the stated standards for admissions. Those students assigned provisional admittance, will be referred to the Academic Resource Center to be assigned a monitored individualized instructional program (I.P).

Re-Admission to the College

Students whose enrollment at Florida Memorial College is interrupted for more than one semester are required to submit an application for re-admission. The application must be sent to the Office of Admissions. Students placed on academic suspension are disenrolled one semester (fall or spring) before eligibility for re-admission is restored.

Students in good academic standing who voluntarily withdraw from the College for one or more academic years are required to apply for re-admission. Degree requirements stated in the College Catalog for the academic year students are readmitted must be satisfied for graduation.

ACADEMIC INFORMATION

Academic Affairs at Florida Memorial College, administered by the Office of the Vice President for Academic Affairs, consists of the following academic divisions and support units:

- Division of Airway and Computer Sciences
- Division of Business Administration
- Division of Education
- Division of Extension and Continuing Education
- Division of Humanities
- General College Division
- Division of Natural Sciences and Mathematics
- Division of Social Sciences
- Career Planning, Placement, and Cooperative Education
- Government Relations and Sponsored Programs
- Institutional Research
- Library
- Registrar's Office
- Testing Center

The General College Division does not offer degrees. Other divisions offer majors in subject areas leading to the Bachelor of Arts and Bachelor of Science degrees.

Academic programs are designed to broaden the intellectual experiences and abilities of students and, at the same time, recognize and provide for intellectual diversity as individual interests and goals are satisfied.

ACADEMIC REGULATIONS, PROCEDURES, AND STANDARDS

The academic year consists of two semesters, fall and spring, of approximately 15 weeks each. Also, the College offers a summer session. Students are allowed to enroll at the beginning of each semester.

Students enrolled in twelve to eighteen credit hours per semester are classified as full-time. Students wishing to take more than 18 credit hours must obtain approval prior to registering from the Division Chairperson and the Vice President for Academic Affairs.

A reduced credit load is a minimum of 12 semester credit hours. Reduced loads are assigned to students in special educational development programs, when on academic probation, or when it is determined that work activities interfere with the student's

academic progress. Students are limited to a maximum load of 12 credit hours during Summer Sessions.

Part-time students are those who enroll in fewer than 12 semester credits.

DEGREE PROGRAMS

Thoughtful consideration must be given to the selection of a major. It is not necessary to declare a major during the freshman year. Careful selection of courses in the general interest area is recommended. Requirements for a major are set by each division. By the end of the sophomore year, students must officially declare a major. Transfer students with an associate degree from a Florida community college must declare a major upon entering the College. When declaring a major, students must submit a formal application to the respective division chairperson. At this time, a faculty advisor will be assigned. Majors offered at Florida Memorial College are:

DIVISION OF AIRWAY AND COMPUTER SCIENCES

Airway Science Management
Airway Computer Science
Flight Management
Computer Science
Management Information Systems

DIVISION OF BUSINESS ADMINISTRATION

Accounting
Business Administration
Hospitality Management (Dual Program with Florida International University)
Marketing

DIVISION OF EDUCATION

Elementary Education
Exceptional Student Education
Middle Grades

- *General Science (5-9)*
- *English (5-9)*
- *Mathematics (5-9)*

Music Education
Physical Education
Secondary Education

- *Science (6-12)*
- *English (6-12)*
- *Mathematics (6-12)*

With Certification available in the following area:

Biology

DIVISION OF EXTENSION AND CONTINUING EDUCATION

Interdisciplinary Studies (For non-traditional students only)

DIVISION OF HUMANITIES

Communication (concentration in Public Relations)

English

Music (with concentrations in Church, Instrumental, Jazz, Vocal and Popular)

Religion and Philosophy

DIVISION OF NATURAL SCIENCES AND MATHEMATICS

Biology

Chemistry

Dual Degree Engineering

Mathematics

Medical Technology

DIVISION OF SOCIAL SCIENCES

Criminal Justice

Criminal Justice: Pre-Forensic Science

Criminal Justice: Pre-Law

International Studies

Political Science/Public Administration

Psychology

Sociology

A major consists of a minimum of 62 hours in an area; a minor consists of a minimum of 18 hours. Minors are available in most areas where a major is offered, in addition to African-American Studies, economics, finance, history, and social work. Upon selection of a major, students are required to file with the division advisor and with the chairperson's approval a proposed program of courses is provided.

To change a major, students must:

1. obtain a Change-of-Major form from the Office of the Registrar;
2. obtain the signature of the appropriate division chairpersons (previous and new); and
3. return the form to the Office of the Registrar.

The change of major becomes effective on the date the change of major form is filed in the Office of the Registrar.

CREDIT BY EXAMINATION

The purpose for credit by examination is to validate credits earned at other institutions or to exempt students from courses in which they have had related professional experience(s). Students who satisfy either one of the aforementioned criteria may earn a maximum of 15 credits using this method. Credit by examination may not be used to correct registration errors. Further, it can not be used to satisfy courses for which the student has received a grade from Florida Memorial College.

To apply for credit by examination, students must obtain an application from the Office of the Registrar and have the application approved by the Division Chairperson and Vice President for Academic Affairs prior to paying the examination fee.

The chairperson and a committee of faculty will review the data submitted, interview the student and determine if that student may take the examination. Examinations are prepared or selected by the divisional faculty. Examinations will include a comprehensive coverage of course materials. Students may be required to complete written assignments as well as standardized short-answer and/or essay questions. Students may not apply for Credit by Examination during their expected term of graduation.

A letter grade of P will be assigned upon successful completion of the examination. If unsuccessful, the grade of F will be assigned.

Credits earned by credit by examination cannot be used to satisfy residency requirements, nor are these credits included in the calculation of the grade point average. Students who qualify for credit by examination will have only one attempt to satisfy course requirements using this method.

ACADEMIC STANDING

Students are considered to be in good academic standing when the cumulative grade point average is a minimum of a 2.0. Florida Memorial College policies on academic warning, probation and suspension are based on the possibility that students can overcome academic difficulty and make appropriate progress toward a degree.

- *Academic Warning* - Students are placed on academic warning when the GPA falls below 2.0 in a semester. Students placed on academic warning are limited to a course load of not more than 15 semester hours.
- *Academic Probation* - Students will be placed on academic probation when they fail to earn and maintain a semester GPA of at least 2.0 the first semester of attendance after the academic warning period. Students placed on academic probation will be limited to a course load of not more than 12 semester hours.

- *Academic Suspension* - Students will be placed on academic suspension at the end of the semester of probation if they fail to earn at least a 2.0 semester GPA. Suspension from the College shall be for the subsequent academic term.

Students on suspension are encouraged to take courses at another regionally accredited institution during this period. A Transient Permit is required.

Students returning from suspension must earn a minimum semester grade point average of 2.0 each semester.

Freshmen students taking remediation (remedial) courses (Math 098, 099, English 099, Reading 099) will have until the end of the summer session of their first year at Florida Memorial College to pass all such courses with a grade of 'C' or better. Students who fail to pass such courses by the end of this period will be reviewed by the chairperson of the General College Division to determine if they will be allowed to progress to the sophomore year.

Students placed on academic suspension for a second time will be dismissed from the College.

Advanced Placement

Florida Memorial College participates in the Advanced Placement Program of the College Entrance Examination Board. Students may receive college credit for Advanced Placement high school courses taken. The college credits to be earned depend on the scores students receive on the nationally graded examinations administered by the College Entrance Examination Board. Students must apply for Advanced Placement credit through the Office of the Testing Center.

TRANSFER OF CREDITS POLICY

Credits (including the Associate of Arts degree) earned at regionally accredited institutions will normally be accepted toward a degree at Florida Memorial College, provided that the grades earned for these courses are "C" or higher. Students are required to submit official transcripts for evaluation, prior to being admitted to the College. All transfer credits used toward a degree at Florida Memorial College must be approved by the divisional chairperson and the Vice-President for Academic Affairs. Only college-level courses equivalent to those offered at Florida Memorial College will be accepted for transfer credit.

Evaluations may be made of courses which do not have an exact equivalent but which are generally acceptable in a liberal arts curriculum. Verification of content of these courses is made from college catalogues, course syllabi, and certified true copies of military

documents. Credit will not be assigned until one of these sources is consulted and, if necessary, cleared through the Division in which the course is offered. Since this procedure may cause a delay in the evaluation process, students are advised to request/submit copies of catalogue descriptions from previous institutions early on.

Courses may not be accepted as equivalent, if the number of credit hours at the previous institution differs from those at Florida Memorial College. The number of credits for the course at Florida Memorial College shall be the number of credits assigned.

Articulation Agreement - Florida Memorial College cooperates fully with the community colleges of Florida. Students with an associate of arts degree from an accredited community college in Florida will be admitted as juniors with the understanding that some prerequisite work (which may include general education requirements) may be required for the degree programs in which they enroll.

International Students - Post Secondary credits earned by international students at colleges and universities which pattern after the British or non-American system of grading and promotion must be evaluated by the World Education Services, Inc., P.O. Box 745, Old Chelsea Station, New York, New York, 10011 or Josef Silny and Associates, Inc. International Consultants, P.O. Box 248233, Coral Gables, Florida, 33124. Florida Memorial College accepts the recommendations of the World Education and Josef Silny and Associates, Inc., as the initial step in the evaluation of international transfer credit.

GRADUATION REQUIREMENTS

Advisors and faculty will advise students toward meeting requirements for graduation; students have the ultimate responsibility of fulfilling requirements for graduation. Students are responsible for filing an application for a degree in the Office of the Registrar the semester prior to graduation. Following are the basic requirements for graduation:

1. Successful completion of a minimum of 124 credit hours, including all general education and core curriculum requirements;
2. A minimum cumulative average of 2.0 or 2.5, depending on the major, with permanent grades posted for all courses;
3. Completion of the last 30 credit hours at Florida Memorial College;
4. Completion of a senior thesis or project.
5. Fulfillment of all financial obligations and procedural requirements.

All requirements for graduation must be satisfied at least 24 hours after the last day of final examinations. Students who fail to complete requirements are required to file a new graduation application. (See Academic Calendar for deadlines.) Only those students who have completed all requirements for graduation will be permitted to participate in commencement exercises.

I. Second Baccalaureate Degree:

A second bachelor degree may be awarded when:

1. Requirements of an appropriate academic division for a second degree have been met.
2. The student has completed a minimum of 30 credit hours at Florida Memorial College.
3. Requirements for graduation from the college have been met.
4. A bachelor's degree has been earned from an accredited four year college or university and 30 additional credits hours of course work are completed at Florida Memorial College. All requirements of the major division must be met.

II. Dual Majors:

A student who desires to have dual majors must simultaneously meet the requirements of both majors. Requirements for each major must be successfully satisfied. Transcripts will indicate the completion of dual majors; however, one degree will be awarded.

ATTENDANCE POLICY

Students are expected to attend all classes for which they registered and are not authorized to attend classes for which they are not registered. Acceptable absences include: illness, serious family emergencies, special curricular requirements (e.g., college fairs, field trips, approved meetings), military obligations, and participation in official college-sponsored activities such as music performances and athletic competitions. If accompanied by a letter from the Vice President of Student Affairs, absences from class for court-imposed legal obligations (e.g., jury duty or subpoena) will be excused. Participation in college-sponsored activities are excused if the students are in good academic standing. Students are responsible for any and all coursework and may not use college-sponsored activities as pleas for extension of time to complete assignments or for permission to take makeup examinations or quizzes. A calculation of absences begins from the first class meeting for students whose names appear on the initial class roster. Students are permitted one unexcused absence per credit hour of day courses. Students are permitted two unexcused absence for courses offered during the evening. Students exceeding the number of unexcused absences will be in jeopardy of failing the course.

GRADING SYSTEM AND QUALITY POINTS

Grades		Quality Points
A		4.00
A-		3.70
B+		3.30
B		3.00
B-		2.70
C+		2.30
C		2.00
C-		1.70
D+		1.30
D		1.00
F		0.00
W	Official Withdrawal from the College	-
WP	Withdraw passing	-
FW	Withdraw failing	-
I	Incomplete	-
P	Passed	-
AU	Audit	-
NC	No credit	-

Students must complete reading, English, mathematics, and education and life seminar courses in the core curriculum with a minimum grade of C. Students who are failing a general education course at mid-term must pre-register to repeat that course during the next scheduled offering.

Students may be given an "I" only if a small part of the course is missed because of unavoidable circumstances and there is a reasonable chance of obtaining a "C" or better if that part is completed. Students must complete this work within the established period of time (see Academic Calendar) without further registration or class attendance. Failure to adhere to this policy within one semester after receiving a grade of incomplete will result in the grade of "I" converting to the grade of "F." Students who have filed for graduation may not receive an "I" during the term in which they plan to graduate. If a grade of "I" is received, the student must reapply for graduation at the next scheduled application period.

The grade point average (GPA) is determined by multiplying the credit hours attempted by the quality points earned and then dividing the total quality points earned by the total hours attempted.

GRADE REPORTS

Within fifteen working days after the end of an academic term, students will receive a grade report showing grades for courses completed for the term. The report will also reflect the term grade point average and a cumulative grade point average. Grade reports are unofficial records.

ACADEMIC HONORS

- *Honors at Graduation* - The following honors are awarded at graduation to students who have maintained high scholarship.

<i>Cum Laude</i>	cumulative grade point average of 3.20 to 3.49.
<i>Magna Cum Laude</i>	cumulative grade point average of 3.50 to 3.79.
<i>Summa Cum Laude</i>	cumulative grade point average of 3.80 or higher.

- *Other Academic Honors*

<i>The President's List</i>	Full-time students who have earned a semester grade point average of 4.0 (with a minimum of 12 semester hours and above)
<i>The Dean's List</i>	Full-time students who have earned a semester grade point average of 3.5 to 3.99 (with a minimum of 12 semester hours and above)
<i>The Honor Roll</i>	Full-time students who have maintained a semester grade point average of 3.0 to 3.499 (with a minimum of 12 semester hours and above)

Students enrolled in fewer than 12 semester hours of coursework, and having incomplete grades, or pending grade changes will not be considered for academic honors for that semester.

- *Honor Societies*

Alpha Kappa Mu National Honor Society is a general scholarship honor organization that is open to junior and senior men and women in all academic areas. The society was founded at Tennessee A & I State College in Nashville on November 26, 1937.

Alpha Phi Chapter of Alpha Kappa Mu at Florida Memorial College is open to all juniors and seniors with a GPA of 3.3 or better. The purpose of the Society is to promote high scholarship; encourage sincere and zealous endeavor in all fields of knowledge and service; cultivate a high order of personal living; and to develop an appreciation for scholarly work.

Kappa Delta Pi - Kappa Delta Pi is an International Honor Society dedicated to scholarship and excellence. The Society was founded March 8, 1911. Florida Memorial College received its Charter April 23, 1995. The Society subscribes to

four ideals: Fidelity to Humanity, Science, Service and Toil. Invitation to membership in the FMC Phi Eta Chapter is extended to undergraduates who have obtained or earned an overall grade point average of 3.0 or above, and to faculty and college administrators.

GRADE DISPUTE

Students may appeal grades if it is demonstrated that a faculty member has made a capricious or prejudiced performance evaluation in grading. An appeal can also be made if students are not notified or if a reasonable attempt has not been made to notify students of course requirements, institutional policies, and grading criteria. To resolve grievances, students must adhere to the following procedures:

1. Discuss the problem with the instructor with whom they have the grievance
2. Meet with the division chairperson if the problem cannot be resolved with the instructor
3. File a grade appeal with the Grade Dispute Committee if the division chairperson cannot resolve the problem.

CHANGE OF GRADES

Final grades can be changed in instances of documented error. Grade changes must be reported on the Change of Grade Form. The form must be signed by the instructor and chairperson and be submitted with proper documentation to the Vice President for Academic Affairs. Upon approval, the form is forwarded to the Office of the Registrar where the grade change is recorded.

REGISTRATION

Students must comply with student load requirements as explained in the **Academic Regulations** section of this catalog.

Dates for pre-registration, registration, and late registration for Fall and Spring semesters and summer sessions are published in the College Academic Calendar. Students are required to register in accordance with this schedule.

Schedules of classes are available in the Office of the Registrar. Students are urged to study schedules carefully and, in conjunction with their advisor, plan courses of study on the official registration form. This form is available in the Office of the Registrar.

Students currently enrolled will be charged a late registration fee if not pre-registered. Students have not completed registration until cleared by the Business Office. Registration will be canceled if not completed by the established deadline.

Students will not be permitted to enroll after the late registration period.

COURSE CANCELLATION

Course(s) will be canceled by Division Chairpersons in the event of insufficient enrollment or lack of an instructor.

Add, Drop and Withdrawals

Courses may be added during the designated add period at the beginning of each semester. Students may neither register for nor add after this period.

Courses may be dropped through the second week of the semester. (See appropriate date on calendar.) Students may not drop a course after this period but may only withdraw from the course or the College. Dropped courses are not reflected on student's transcript.

- **Withdrawal from Courses** - At the end of the drop period students may withdraw from one or more courses during the withdrawal period indicated on the academic calendar. WP (Withdrew - passing) or FW (Withdrew - Failing) will be given to reflect academic progress at the time of withdrawal.
- **Withdrawal from the College** - Students may withdraw from the College as late as one week before the last week of classes. Beyond this time, official documentation should support an emergency beyond the control of the student. An official withdrawal form must be executed during the term for which the student wishes to withdraw from the College. Students who wish to withdraw from the College should contact the Office of the Registrar for procedural information. The effective date of the withdrawal is the date the completed form is filed in the Office of the Registrar. Failure to adhere to these procedures will result in a grade of F in all courses in which the student is registered.

Students can also be administratively withdrawn from the college at any time by the Registrar, upon recommendation by the Vice President for Student Affairs, Academic Affairs or the President. Such withdrawals may be made for disciplinary reasons or when students fail to meet financial obligations or academic regulations.

Auditing A Course

Students may register to audit courses with the written approval of the instructor and the Chairperson of the major division. Credit will not be granted for audited courses. Students are not required to prepare written assignments or to take examinations. A per credit hour fee for each course audited is assessed according to the current fee schedule.

Concurrent Enrollment at Another College

Students may be allowed in extenuating circumstances, to enroll in another regionally accredited institution for specified courses. Approval of the Division Chairperson and Vice President for Academic Affairs is necessary. Failure to obtain approval will cause denial of credit. Further, students seeking concurrent enrollment are limited to the conditions of Florida Memorial College student credit load policy.

Transient Permit

- *Florida Memorial College* - Students who enroll at other institutions with the intention of using credits earned toward graduation from Florida Memorial College must receive prior permission from the division chairperson and the Vice President for Academic Affairs. Students must complete a Transient Permit Form which can be obtained from the Office of the Registrar.

Students may only take courses at other regionally accredited institutions, and may do so only if they are in good academic standing.

- *Other Institutions* - Students from other institutions who enroll at Florida Memorial College should present approval from the host institution prior to registering for courses.

Classification of Students

Florida Memorial College classifies students by level and special status.

Classifications by level are as follows:

Freshman -	0 to 29 semester hours
Sophomore -	30 to 59 semester hours
Junior -	60 to 89 semester hours
Senior -	more than 89 semester hours

Students who are not enrolled in degree programs are classified as non-degree seeking students.

Academic Honor Code

Florida Memorial College recognizes honesty and integrity as necessary to the academic purpose and function of the institution. The College, therefore, expects a high standard of individual honor in all academic endeavors from each student.

Academic dishonesty includes cheating, plagiarism, forgery, collusion, and credential misrepresentation. Students found guilty of academic dishonesty are subject to disciplinary action including loss of credit, suspension, or immediate dismissal from the College.

- *Cheating* - The use or attempt to use unauthorized materials, information, study aids, or computer-related information. This includes giving or receiving, offering or soliciting information on tests or written assignments, using notes or books other than those explicitly permitted by the instructor during an examination.
- *Plagiarism* - Representation of words, data, works, ideas, computer programs, or anything not generated in an authorized fashion as one's own.
- *Forgery* - Willful misrepresentation or altering of documents with intent to defraud. It is a crime punishable by law. Its most common occurrence among students includes, but is not limited to, the misrepresentation of signatures (especially that of an academic advisor) on official documents of the College or the attempt to cash checks that are not lawfully their own.
- *Collusion* - Cooperation of student(s) with staff personnel in securing confidential information/material (tests, examinations, etc.); bribery by student(s) or staff personnel to change examination grades and or grade point average(s); cooperative efforts by students and student assistant(s) in gaining access to examinations or answers to examinations for distribution; and resubmission of term papers and/or reports that have been submitted previously and graded, but have been secured and re-circulated among students.
- *Credential Misrepresentation* - Use of untrue written statements regarding matters of fact in order to gain admission to or employment at Florida Memorial College. This also includes misstatements of fact, distribution of false printed material, and conduct manifestly intended to deceive or mislead.

Student Records

Florida Memorial College does not release student record information, except as permitted under the Family Education Rights and Privacy Act of 1974 (Buckley-Pell Amendment).

Student records are confidential and information which can identify a student will not be released to a third party unless authorized by the student. A record of all authorizations will be kept in the student's file.

Students may request, in writing, access to personal official records and may challenge the accuracy of records maintained by the College. The Office of the Registrar will respond to any request within 10 working days.

Requests for official or unofficial Florida Memorial College transcripts are made to the Office of the Registrar or by the U.S. mail. Telephone or third party requests will not be honored.

Students who are negotiating with co-op employers who require grades should request a transcript in the usual manner and allow the usual time.

Transcripts

A transcript is a copy of the permanent academic record. Students receive one free transcript (upon graduation) and are charged for each subsequent transcript.

Normal processing time is five workdays from the time the Office of the Registrar receives the request from the Business Office. Transcripts will not be released if there is a financial obligation to the College.

VETERAN AFFAIRS

Florida Memorial College maintains a Veterans Affairs Office in the Office of the Registrar to assist veterans and dependents of veterans who are entitled to V.A. educational benefits under Chapter 30, 32, or Chapter 35 of Title 38, U.S. Code and Chapter 106, Title 10, USC.

Standards of Progress Policy for Veterans

Students are considered to be in good academic standing when the cumulative grade point average is a minimum of a 2.0. Florida Memorial College's policies on academic warning, probation and suspension are based on the possibility that students can overcome academic difficulty and make appropriate progress toward a degree.

Academic Warning - Students are placed on academic warning when the GPA falls below 2.0 in a semester. Students placed on academic warning are limited to a course load of not more than 15 semester hours.

Academic Probation - Students will be placed on academic probation when they fail to earn and maintain a semester GPA of at least 2.0 the first semester of attendance after the academic warning period. Students placed on academic probation will be limited to a course load of not more than 12 semester hours.

Academic Suspension - Students will be placed on academic suspension at the end of the semester of probation if they fail to earn at least a 2.0 semester GPA. Suspension from the College shall be for the subsequent academic term.

Termination of Veterans's Benefits - A student who receives Veterans Educational Benefits who is placed on academic warning must regain a cumulative grade point average of 2.0 or better at the end of the semester following the notification. If at the end of this semester the cumulative grade point average is below 2.0, the U.S. Department of Veterans Affairs will be notified to terminate the veteran's educational benefits.

CAREER PLANNING, PLACEMENT AND COOPERATIVE EDUCATION

The Office Of Career Planning, Placement and Cooperative Education has two objectives. Career Planning and Placement provides services such as resume writing, job search interview techniques, job readiness and motivational tools; to assist students and alumni with job placement, career exploration and planning through individual and group counseling, workshops and seminars. A library of career and graduate school information is maintained by this office.

Cooperative Education is a training program for professional development which allows students to incorporate classroom activities with practical on-the-job experiences. The program is a joint venture between employers and the College which allows alternate periods of off-campus work and on-campus study as part of academic programs. Students receive financial remuneration during work periods and may also earn academic credit.

The off-campus employment must be closely related, and contribute significantly to the students' career goals. Cooperative Education is centralized in the Office of Career Planning, Placement and Cooperative Education and is optional for departmental majors. Students are encouraged to get information about cooperative education from the division of the declared major. Freshmen are not eligible to co-op, but they may make preparations by obtaining information about the program from the Office of Career Planning, Placement and Cooperative Education.

Basic requirements for participation in the co-op program are:

- a 2.8 grade point average,
- 31 semester credit hours, pending placement, at the conclusion of the first semester of the sophomore year,
- willingness to accept a professional field assignment in any geographic location. Preferences will be considered, but cannot be guaranteed,
- completion of at least three (3) sessions of orientation before a professional field assignment is given.

GRANTS AND SPONSORED RESEARCH

Although the College is an institution which primarily focuses on the quality of its teaching, it becomes more and more apparent that the teaching and learning process is enhanced by scholarly research. Towards that end, this office assists the faculty to secure and administer scholarly grants and contracts. The College's mission to serve the community also fostered by securing outside assistance to sponsor programs to improve the quality of life and level of achievement in the College's local community.

Funds received are managed strictly in accordance with restrictions imposed by the funding agency or organization and with standard accounting procedures. This office assists with the administration of grants and contracts and with the proper implementation of the programs.

TESTING CENTER SERVICES

The Testing Center offers testing services to Florida Memorial College faculty, staff, student body and its surrounding communities. It operates in conjunction with the Office of Institutional Research in disseminating student assessment data.

The Center develops and distributes schedules of all major tests administered. The following tests are administered regularly on campus in the center: College Level Achievement Skills Test (CLAST), Graduate Management Admission Test (GMAT), Graduate Record Examination (GRE), Multiple Assessment Programs and Services (MAPS), College Placement Test (CPT), National Teachers Examination (NTE), Scholastic Assessment Tests (SAT), Test of English as a Foreign Language (TOEFL).

OFFICE OF INFORMATION TECHNOLOGY

The Office of Information Technology (OIT) is the primary provider of academic computing, networking, information technology services, training and support for members of Florida Memorial College. OIT was formed in the Fall of 1996, bringing together functionality previously provided through various divisions and offices.

The Office of Information Technology is administrated by the Director of Information Technology. OIT provides computing accounts to support email, INTERNET web hosting, software distribution, professional development training, support and services. A full array of support services is available to members of the College family through OIT's six working units, IT administration and planning,, system administration, network management, instructional support service, academic computing and training, computing support service (hardware/software support) and help desk.

GENERAL EDUCATION/CORE CURRICULUM

The purpose of the general education/core curriculum is to expose students to a common body of knowledge which lays the foundation for upper division courses. The core curriculum is also designed to ensure that students have some exposure to the content and methods of inquiry in the major subject fields in a liberal arts education. It is imperative that the core curriculum is completed before entering major course of study. The core curriculum follows:

African American History (3 credits)

HIS 103 African American History I

Communications (12 credits)

ENG 101 English Communication I
ENG 102 English Communications II
ENG 103 Speech
REA 101 Critical Thinking and Reading

College and Life Skills (3 credits)

FMC 101 Education and Life Seminar

Health (2 credits)

PED 110 Dimensions of Wellness

Religion (3 credits)

REL 101 Introduction to Religion

Natural Sciences (6 credits) *Select 2 from the following:*

BIO 101 Biological Science
PSC 101 Physical Science
ENV 101 Environmental Studies

OR

6 credits of more advanced science courses

Quantitative Reasoning (9 credits) *Select 1 option:*

Option I

MAT 101 College Mathematics I
MAT 102 College Mathematics II

AND 3 credits of an additional mathematics course

OR

Option II

9 credits of more advanced mathematics courses

Humanities (6 credits) *Select 1 from the following:*

ART 200	Art Appreciation
DRA 200	Drama
MUS 200	Music Appreciation

AND *Select 1 from the following*

LIT 308	African American Literature I
ENG 201	World Literature I
ENG 202	World Literature II
REL 201	Intro to Philosophy

Technology (3 credits) *Select 1:*

CSC 101	Introduction to Computers
EDU 331	Instructional Technology (<i>for education majors only</i>)

OR

3 credits of a more advanced computer course

History/Government (3 credits) *Select 1 from the following:*

HIS 101	World Civilization I
HIS 102	World Civilization II
HIS 104	African American History II
HIS 200	History of the United States
POL 301	U.S. Government
AVT 201	Aviation History (<i>for airway science majors only</i>)

Modern Foreign Language (6 credits) *Select 1:*

SPA 201	Elementary Spanish I
AND SPA 202	Elementary Spanish II

OR

FRE 201	Elementary French I
AND FRE 202	Elementary French II

OR

JAP 201	Elementary Japanese I
AND JAP 202	Elementary Japanese II

OR

SWA 201	Elementary Swahili I
AND SWA 202	Elementary Swahili II

OR

SPA 323	Spanish for Native Speaker I
AND SPA 324	Spanish for Native Speakers II

OR

FRE 312	French for Native Speakers I
AND FRE 313	French for Native Speakers II

Social Sciences (6 credits) *Select 1 from the following:*

SOC 200	Introduction to Sociology
---------	---------------------------

OR PSY 200 Introduction to Psychology

AND

Select 1:

ECO 200	Introduction to Economics (<i>for non-business majors</i>)
SSC 101	Contemporary Society I
SSC 102	Contemporary Society II
ECO 201	Macroeconomics (<i>for business majors</i>)
ECO 202	Microeconomics (<i>for business majors</i>)

Students are exempted from taking Educational and Life Seminar (FMC 101) if they are (a) 25 years or older; (b) hold an associate of arts or science degree from a regionally accredited community college; (c) are transfer students and have taken an equivalent course at a regionally accredited college or university.

Developmental Course Work

Students who, on the basis of test scores administered by Florida Memorial College, exhibit deficiencies in English, reading or mathematics will be required to take appropriate courses prior to enrolling in courses in the Core Curriculum. Students will receive letter grades for these courses. Developmental courses will not be counted as part of credit hours required for graduation. Developmental courses become a part of the student's permanent academic record.

HONORS PROGRAM

The Honors Program provides an alternative academic curriculum for highly motivated students. This advanced curriculum helps prepare students for study in graduate and professional schools upon graduation. The mission of the Honors Program is to inspire students to become leaders within both their professions and communities.

Admission Criteria

Admission to the Honors Program requires:

- High School GPA of 3.5 and above or Honors Level Work
- Letters of Recommendation
- SAT score of 1000 or better or ACT score of 23 or better

Retention in Honors Program

Students must maintain a cumulative grade point average of 3.0 or better to continue in the Honors Program

If the GPA falls below 3.0, student will be allowed one semester to raise the GPA to the required level.

Honors Program Curriculum

Students in the Honors curriculum take courses which replace certain core courses of the general education curriculum. Honors students will take Honors Seminar I & II in lieu of their education and life seminar requirement; Honors Mathematics I and II in lieu of general mathematics requirement; Honors English I and II in lieu of general English requirements and Reading 101; Insight I and II in lieu of general science requirements; Technology (honors) in lieu of Introduction to Computers; African American History I and II (Honors) in lieu of African American History and History/Government requirement.

Honors Curriculum

Freshman Year

MAT 103H	Honors Math I	3
ENG 104H	Honors English I	3
SCI 104H	Insight (Science)	3

ENG 105H	Honors English II	3
SCI 105H	Insight II (Science)	3
SEM 102H	Honors Seminar II	1
		20

Sophomore Year

CSC 202H	Technology (Honors)	3
HIS 201H	African American History I (Honors)	3
HIS 202H	African American History II (Honors)	3
		9

Junior Year

RSC 303H	Research Methods (Honors)	3
		3

Senior Year

RSC 403H	Honors Thesis	3
		3

GENERAL COLLEGE DIVISION

The General College Division offers some of the first-level courses required in the Core Curriculum. The Division is the point of entry for all first year students and for transfer students who have not declared a major and/or are required to enroll in two or more pre-college level preparatory courses. Students who are required to take only one pre-college level course are co-advised in the General College Division and the degree-granting Division while that course requirement is being fulfilled.

In its institutional role, the General College Division:

- orients new students to the College,
- advises students during their tenure in the Division,
- instructs students in English, reading, and mathematics on both preparatory and college levels,
- offers a college and life success seminar,
- offers College Level Academic Skills Test (CLAST) seminars covering each subtest, and
- oversees and monitors the progress of students.

ENTRANCE REQUIREMENTS

Non-transfer students are required to take the College Placement Test or an equivalent standardized placement examination prior to registering for classes. Placement tests measure achievement levels in reading, English, and mathematics. Based on the results of the tests, students are assigned appropriate college-level courses, pre-college level preparatory courses, or both. Transfer students who have declared a major (and are not required to take preparatory courses in reading, English, or mathematics) are referred immediately to a degree-granting division for advisement.

PROGRESSION STANDARDS

Students must pass each course in the sequence of courses offered by the Division with a grade of "C" or better. Students who earn midterm grades of "D" or "F" in reading, English, mathematics, or Education and Life Seminar must pre-register for that same course before advancing to the next one in the sequence. "D" and "F" are not passing grades. Students must repeat courses in which "D" or "F" grades are earned.

ACADEMIC RESOURCE CENTER (ARC)

The Academic Resource Center (ARC) is a supplemental learning assistance facility in the General College Division. ARC provides a supportive environment where students can work to enhance academic performance on concepts explored in class. ARC services include diagnosing, remediating, reinforcing, enriching, and evaluating knowledge and skills. Priority is given to students who must complete required laboratory hours in conjunction with their courses, although other students seeking assistance are served.

The core assistance strategy in ARC is one-to-one and small-group tutoring with subject area professionals and peer tutors. Thematic workshops are organized to address a limited range of academic concerns (e.g., test anxiety). In addition, tutors work with study groups to review for final examinations.

Computerized Academic Skills Laboratory

The Computerized Academic Skills Laboratory provides students an opportunity to reinforce classroom lessons and to eliminate specific academic deficiencies through the use of computer software programs. The skills lab is used by students primarily to strengthen skills in mathematics, reading, and writing. Students may also develop skill in the use of computers (especially word processing).

The laboratory coordinator assists, monitors, and supervises students who are referred to the laboratory by instructors. Teachers are notified of students' activities and performance so that follow-up lessons may be planned.

COLLEGE LEVEL ACADEMIC SKILLS TEST (CLAST)

Students whose major is education are required to demonstrate proficiency in basic college-level skills as measured by the CLAST. Adopted by the Florida State Board of Education, the CLAST is an achievement test which measures communication and mathematics skills. It is important that, without delay, students who have completed ENG 101, ENG 102, MAT 101, MAT 102, REA 101, and FMC 101, register for and take all four CLAST subtests (English Language, Essay, Mathematics, and Reading).

Students must check with the Director of Testing to obtain (a) registration materials required in advance of taking the CLAST, (b) information about specific content of the CLAST, and (c) the list of State approved alternatives for satisfying the CLAST requirement. It is imperative that students take responsibility for obtaining and acting upon information concerning CLAST requirements and deadlines.

CLAST Subtest Alternatives

Those who transfer to another Florida college or university must either **take** the CLAST or re-qualify for CLAST alternatives at that institution. **In addition, waivers do not apply to those needing to pass the CLAST to obtain a Florida teaching certificate. Education majors do not qualify for the CLAST alternatives.**

CLAST Seminars (CLS)

CLAST seminars are available to students who choose to acquire additional preparation for the examination or who have failed one or more of the CLAST subtests. CLAST Seminars in English, reading, and mathematics are "mini-term" refresher courses provided by the Division to strengthen students in competencies assessed by the CLAST. Credit for CLAST Seminars do not apply towards graduation requirements. Seminars may be taken for credit one time. Subsequent registration(s) must be done as audit(s).

ACADEMIC ADVISEMENT

Academic advisement in the General College Division is mandatory for students who have not decided upon a major and/or must complete pre-college level courses in English, reading, and mathematics offered by the Division. Upon successful completion of course requirement(s), students are referred to a degree-granting division for academic advisement. Students who are not required to take pre-college level courses must go directly to degree-granting divisions for academic advisement. The academic advising program is designed to provide students with guidelines necessary to progress through college-level credit courses and chart appropriate initial courses of study.

The advising process begins with new student orientation and continues throughout the students' tenure in the Division. Components of the advising process are the college catalog, course plans and checksheets, and the assigned advisor. Academic advisors assist students in selecting courses appropriate for their level and sequence of study. Students should confer with advisors regularly. **However, advising errors do not exempt students from the responsibility of meeting all degree requirements for graduation.**

ACADEMIC MERIT PROGRAM

The Academic MERIT (Mathematics, English, and Reading Improvement Techniques) Program is the Division's developmental studies component. Pre-college level preparatory courses are offered. The goal of the Program is to strengthen academically under-prepared students in English, reading and mathematics through intensive instruction and tutorial assistance. As a consequence, students' skills are improved and brought to college level in specific areas. These courses are required of all freshmen and some transfer students whose college placement test results fall below the minimum requirement for enrolling in required courses in the general education/core curriculum. All Academic MERIT Program courses include laboratory assignments in addition to regular classroom assignments and participation. Students whose placement test results warrant placement in the lowest level of a series of developmental studies courses must satisfy requirements of all courses in the series before enrolling in the corresponding required core courses. Students are urged to successfully complete developmental course(s) after no more than two attempts.

Academic MERIT courses require a minimum of a "C" grade for passing. Because of the pre-college nature of the program, credits earned in developmental courses do not count toward minimum graduation requirements. Students may use credits earned in these courses to qualify for financial assistance, however.

ACADEMIC MERIT PROGRAM CURRICULUM (Developmental Studies/DS-)

		C R
DSE 099	Essentials for College English	3
DSM 098	Essentials for College Mathematics I	3
DSM 099	Essentials for College Mathematics II	3
DSR 099	Essentials for College Reading	3

Academic MERIT Program Guidelines:

1. Students testing into DSE 099 may not enroll concurrently in writing intensive courses.
2. Students testing into DSM 098 or 099 may not enroll concurrently in computation intensive courses.
3. Students testing into DSR 099 may not enroll concurrently in reading intensive courses.
4. Students enrolled in two or more developmental (DS-) courses are limited to 12 to 14 credit hours for that semester.

5. Students enrolled in all three Academic MERIT Program courses are limited to a schedule typified by the following:

English 099	3 credits
Mathematics 098/099	3 credits
Reading 099	3 credits
Education and Life Seminar	3 credits
Wellness	<u>2 credits</u>
Total	14 credits

DIVISION OF AIRWAY AND COMPUTER SCIENCES

**Airway Computer Science
Airway Science Management**

**Flight Management
Management Information
Systems**

Computer Science

The Division of Airway and Computer Sciences was established in part as a result of a grant received from the Federal Aviation Administration (FAA) in 1985 and is the first Airway Science Program at a historically Black college or university.

Airway Science is a rigorous program designed to educate the future technical managers of the aviation industry. The curriculum stresses hard science, the human resource side of management, knowledge of computers and, of course, aviation. Individuals with an Airway Science education will have a broader perspective about the aviation industry and commitment to aviation.

Objectives of the Division

1. To educate future technical managers of the aviation industry.
2. To prepare students for management, administrative, and supervisory positions in the aviation industry;
3. To orient students to the technical nature of the aviation industry;
4. To orient students to the human resource needs of the people who work in the aviation industry;
5. To prepare students to function in diverse areas of computer operation, design, maintenance, troubleshooting and programming within the field of aviation;
6. To prepare students to assume management and supervisory positions for information and data processing systems;

The Division of Airway and Computer Sciences provides aviation and computer education, and it serves as the focal point of technological education at Florida Memorial College.

The degree program and the two concentrations offered under the national Airway Science Program have been approved by the FAA and the University Aviation Association. These programs stress the knowledge of mathematics and science, and the technology of modern management.

DIVISIONAL REQUIREMENTS

- 1. Complete all general education requirements.
- 2. Complete all major courses with a minimum grade of "C".
- 3. Complete all course requirements and credit hours specified by the degree program.
- 4. Complete the divisional exit examination.

BACHELOR OF SCIENCE IN
AIRWAY COMPUTER SCIENCE

The Airway Computer Science area of concentration is designed to prepare the graduate to function in diverse areas of computer operation, design, maintenance, troubleshooting, and programming primarily within the aviation industry.

Career options for these graduates are expected to continue expanding as flight and navigation functions and communication and information processing systems become increasingly computerized and automated. After practical work experience, the graduate can assume management and supervisory positions.

GRADUATION REQUIREMENTS

The core curriculum of the Airway Science Program ensures that the concentration is oriented to the technical nature of the aviation industry, as well as to the human resource needs of industry employees. This concentration requires a minimum of 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
HIS 103	African American History I	3
FMC 101	Education & Life Seminar	3
CSC 101	Introduction to Computers	3
MAT 111	College Algebra	3
ENG 102	English Communications II	3
REL 101	Introduction to Religion	3
CSC 232	Introduction to Programming	3
ENG 103	Speech	3
REA 101	Critical Thinking & Reading	3
PED 110	Dimensions of Wellness	2
		32

Sophomore Year

PHY 200	College Physics I	3
PHY 201	College Physics I Lab	1
MAT 112	Pre-Calculus	3
AVT 200	History of Aviation	3
CSC 275	PASCAL Programming	3
PSY 200	Introduction to Psychology	3
PHY 202	College Physics II	3
PHY 203	College Physics II Lab	1
MAT 113	College Trigonometry	3
AVT 201	Introduction to Aeronautics	3
_____	Humanities Requirement	3
BUS 211	Prin of Management	3
		32

Junior Year

BUS 320	Business Statistics or	3
CSC 335	Data Structures	3
CSC 386	COBOL Programming	3
MAT 201	Calculus I	3
CSC 473	C++ Programming	3
AWS 310	Aviation Legislation	3
CSC 310	Assembly Language	3
MAT 202	Calculus II	3
PAD 306	Administrative Behavior	3
		30

Senior Year

CSC 360	Computer Operating Systems	3
AWS 420	Flight Safety	3
CSC 333	System Analysis & Design	3
CSC 405	Programming Language	3
CSC 485	Simulation & Management Application I	3
CSC _____	Computer Elective	3
_____	BUS or AWS Management Elective	3
AWS _____	AWS Elective	3
CSC 341	Computer Organization	3
CSC 486	Simulation & Management Application II	3
		30

BACHELOR OF SCIENCE IN AIRWAY SCIENCE

CONCENTRATION IN AIRWAY SCIENCE MANAGEMENT

A degree in Airway Science Management prepares students for administrative, management, and supervisory positions in the aviation industry. The program is oriented to the technical nature of the aviation industry and to the human resource needs of the people who work in the airway industry.

The graduates' career options include positions in airport management, general

aviation operations, air carrier management, air traffic control, and various government agencies.

GRADUATION REQUIREMENT

This concentration requires a minimum of 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
AVT 200	Aviation History	3
FMC 101	Education & Life Seminar	3
MAT 111	College Algebra	3
REA 101	Critical Thinking & Reading	3
ENG 102	English Communications II	3
CSC 101	Introduction to Computers	3
AVT 201	Introduction to Aeronautics	3
MAT 112	Pre-Calculus	3
HIS 103	African American History I	3
PED 110	Dimensions of Wellness	2
		32

Sophomore Year

_____	Computer Elective	3
PSY 200	Introduction to Psychology	3
MAT 200	Applied Calculus	3
PHY 200	College Physics I	3
PHY 201	College Physics Lab	1
AWS 232	Air Traffic Control	3
BUS 211	Principles of Management	3
ENG 103	Speech	3
AWS 320	Air Transportation	3
PHY 202	College Physics II	3
PHY 203	College Physics Lab	1
REL 101	Introduction to Religion	3
		32

Junior Year

BUS 345	Business Communications & Technical Writing	3
BUS 320	Business Statistics I or PSY 312 Intro to Statistics	3
BUS 344	Business Organization & Management	3
POL 301	U.S. Government	3
_____	AWS or BUS Management Elective	3
AWS 310	Aviation Legislation	3
BUS 350	Human Resource Management	3
CSC _____	Computer Elective	3
PAD 306	Administrative Behavior	3
AWS _____	Aviation Elective	3
		30

Senior Year

AWS 420	Flight Safety	3
SOC 304	Social Psychology	3
AWS 390	Airline Management	3
BSU 480	Managerial Psychology	3

AWS 440	Management Decision Making	3
AWS 395	Airport Management	3
AWS 351	Aviation Labor Relations	3
AWS ____	Aviation Elective	3
SOC 305	Group Dynamics	3
AWS 450	Thesis Aviation Studies	3
		30

BACHELOR OF SCIENCE IN

AERONAUTICAL SCIENCE

Concentration in Flight Management

The concentration in Flight Management is our Professional Pilot Program. Students completing this degree will have earned the appropriate Federal Aviation Administration (FAA) certificates necessary to instruct others in advanced and instrument ground schools, and seek employment as a commercial instrument, multi engine rated pilot. This program requires a minimum of 126 semester hours for completion, of which, 32 credit hours are for ground school and flight training. The objectives for the Aviation Flight Management area of concentration are to educate students in the discipline of flight management, certify students with various FAA pilot certificates and ratings, provide students with the management and technical qualifications required in the aviation industry, orient students to the human resource needs of the people who work in the aerospace environment, and prepare them with the essential skills necessary for their chosen career.

IMPORTANT NOTE:
Prior to selecting the Aviation Flight Management concentration, interested students MUST meet with the academic/flight advisor of the division. The advisor will brief the prospective flight student on pilot eligibility requirements as specified by Federal Aviation Regulations. Also, the advisor will discuss costs considerations for flight training which, for the flight student, are over and above the costs for regular tuition and fees. These concerns must be well understood by both the student and parents of the student prior to enrollment in this concentration of study. The student must complete the Private Pilot certification. Aviation electives may be substituted for the advance certificates.

GRADUATION REQUIREMENTS

This concentration requires a minimum of 126 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
MAT 101	College Mathematics I	3
AVT 200	Aviation History	3
AVT 201	Introduction to Aeronautics	3
FMC 101	Education & Life Seminar	3
ENG 102	English Communications II	3
MAT 102	College Mathematics II	3
AVT 202	Private Pilot Flight	2
AVT 203	Navigation & Performance	3
PED 110	Dimensions of Wellness	2
CSC 101	Introduction to Computers	3
		31

Sophomore Year

MAT 111	College Algebra	3
HIS 103	African American History I	3
BIO 130	Principles of Biology	3
BIO 131	Principles of Biology Lab	1
AVT 302	Instrument Flight	2
AVT 301	Instrument Ground	3
CHE 110	General Chemistry I	4
CHE 111	General Chemistry I Lab	1
AVT 303	Commercial Ground	3
AVT 304	Commercial Flight	2
_____	Humanities Requirement	3
REL 101	Introduction to Religion	3
		31

Junior Year

PHY 200	College Physics I	3
PHY 201	College Physics I Lab	1
AVT 411	Instructor Flight	2
PSY 200	Introduction to Psychology	3
AVT 401	Principles of Flight Instruction I	3
AWS 270	Aircraft Engines	3
CSC 205	Introduction to Programming	3
PSY 202	College Physics II	3
PHY 203	College Physics II Lab	1
AVT 412	Certified Flight Instructor - Instructor	2
AWS 430	Flight Physiology	3
AWS	Elective	3
AWS 415	Aviation Seminar	1
AWS ____	Aviation Elective	3
		34

Senior Year

AVT 305	Multi-Engine Rating Flight	2
AWS 450	Thesis in Aviation	3
AWS 418	Cockpit Resources Management	3
AWS 310	Aviation Law	3
AVT 405	Multi Engine Systems	3
CSC ____	Computer Elective	1
AVT 413	Certified Flight Instructor Multi-Engine	2

AWS 420	Flight Safety	3
AWS 440	Management Decision Making	3
AWS 401	National Airspace Systems	3
AWS ____	Aviation Elective	3
		29

Recommended Electives

Computer Science

CSC 120	Business Data Processing	3
CSC 231	Programming in BASIC	3
CSC 232	Introduction to Programming	3
CSC 250	Visual BASIC	3
CSC 275	PASCAL Programming	3
CSC 310	Assembly Language	3
CSC 331	Advanced Basic Programming	3
CSC 332	FORTTRAN Programming	3
CSC 333	Systems Analysis and Design	3
CSC 335	Data Structures	3
CSC 341	Computer Organization	3
CSC 350	Special Problems in Computer Science I	3
CSC 351	Special Problems in Computer Science II	3
CSC 360	Computer Operating Systems	3
CSC 375	Networks and Data Communications	3
CSC 385	Artificial Intelligence	3
CSC 386	COBOL Programming	3
CSC 405	Programming Languages	3
CSC 415	Computation Theory	3
CSC 433	Advanced COBOL	3
CSC 441	Honors Research	3
CSC 445	Management Information Systems	3
CSC 470	C Programming	3
CSC 473	C++ Programming	3
CSC 474	Java Programming	3
CSC 483	Database Management Systems	3
CSC 485	Simulation & Management Application I	3
CSC 486	Simulation & Management Application II	3
CSC 490	Computer Security/Ethics	3
CSC 494	Software Project Development	3
CSC 498	Cooperative Ed in Computer Science	(1-6)
CSC 499	Cooperative Ed in Computer Science	(1-12)

Management

AWS 440	Management Decision Making	3
BUS 344	Business Organization and Management	3
BUS 311	Business Law I	3
BUS 312	Business Law II	3
BUS 334	Entrepreneurship	3

Aviation

AWS 210	Basic Aerodynamics	3
AWS 232	Air Traffic Control	3
AWS 250	Physical Geography	3
AWS 270	Aircraft Engines	3
AWS 301	Principles of Transportation	3
AWS 305	VFR Tower Operations	3
AWS 315	ATC Radar Procedures	3
AWS 320	Air Transportation	3
AWS 340	Passenger Traffic Management	3

AWS 380	Urban Transportation	3
AWS 390	Airline Management	3
AWS 395	Airport Management	3
AWS 401	National Airspace System	3
AWS 425	Aircraft Accident Investigation	3
AWS 430	Flight Physiology	3
AWS 498	Cooperative Ed in Aviation I	3
AWS 499	Cooperative Ed in Aviation II	3

Other

MAT 112	Pre-Calculus	4
MAT 113	Trigonometry	3
PAD 306	Administrative Behavior	3
PSY 403	Psychology of Learning	3
PSY 406	Social Psychology	3
SOC 305	Group Dynamics	3

BACHELOR OF SCIENCE IN COMPUTER SCIENCE

The Bachelor of Science degree in Computer Science is designed to prepare the student for a career in computer technologies. The program will provide the student with a broad mathematical and scientific background necessary to pursue computer careers with an emphasis in mathematics and science. The objectives of the Bachelor of Science degree program in Computer Science are to prepare student for a career in applying and using digital computers and to provide students with broad mathematical and scientific backgrounds necessary to pursue computer careers with an emphasis in mathematics and science.

Possible career areas include computer management, microprocessing, programming, and systems analysis.

GRADUATION REQUIREMENTS

This degree program requires a minimum of 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communication I	3
ENG 103	Speech	3
FMC 101	Education & Life Seminar	3
CSC 101	Introduction to Computer	3
MAT 111	College Algebra	3
ENG 102	English Communications II	3
REL 101	Introduction to Religion	3

CSC 232	Introduction to Program	3
MAT 112	Pre-Calculus	3
PED 110	Dimensions of Wellness	2
		29

Sophomore Year

PHY 200	College Physics I	3
PHY 201	College Physics I Lab	1
MAT 113	College Trigonometry	3
HIS 10	African American History	3
CSC 275	PASCAL Programming	3
HUM ____	Humanities Requirement	3
PHY 202	College Physics II	3
PHY 203	College Physics II Lab	1
PSY 200	Introduction to Psychology	3
HIS 200	History of the USA	3
CSC 375	Network & Data Communications	3
____	Humanities Requirement	3
		32

Junior Year

CSC 485	Simulation & Management Application I	3
BUS 320	Business Statistics or PSY 312 Introduction to Statistics	3
CSC 386	COBOL Programming	3
MAT 201	Calculus I	3
SOC ____	Social Science Requirement	3
CSC 473	C++ Programming	3
CSC 310	Assembly Language	3
MAT 202	Calculus II	3
CSC 494	Software Project Development	3
CSC 486	Simulation Management Application II	3
		33

Senior Year

CSC 335	Data Structures	3
MAT ____	Mathematics Elective	3
CSC 360	Computer Operating Systems	3
CSC 405	Programming Languages	3
CSC 445	Management Information Systems	3
CSC 333	System Analysis Design	3
MAT 301	Discrete Mathematics	3
CSC 350	Spec Problems in Computer Science I	3
CSC 341	Computer Organization	3
CSC ____	Approved Computer Science Elective	3
		30

MINOR IN COMPUTER SCIENCE

Note: Students wishing to minor in Computer Science must insure that all prerequisites necessary for the courses listed below are met.

CSC 101	Introduction to Computers
CSC 232	Introduction to Programming
CSC 272	Pascal Programming
CSC 310	Assembly Language Programming
CSC 375	Networks and Data Communications

CSC 386	COBOL Programming
CSC 475	C ++ Programming
CSC ____	Computer Elective
MAT 301	Discrete Mathematics
MAT 201	Calculus I
MAT 202	Calculus II

**BACHELOR OF SCIENCE IN
MANAGEMENT INFORMATION SYSTEMS**

The Bachelor of Science degree program in Management Information Systems stresses the concept that the computer is a management tool which can be used effectively in the planning, control, and decision making activities of the organization. One objective of the program is to provide students with skills and knowledge necessary for employment in the computer industry and general business world as programmers, analysts, and managers. Additional objectives are to provide students with an understanding of the principles and operations of business, and to provide students with an understanding of the importance of the computer as a management tool through planning, control, and decision-making activities of the organization.

The Bachelor of Science degree with a major in Management Information Systems provides the student with the required knowledge and skills to seek employment in the computer industry and in general business as programmers, analysts, and future managers.

GRADUATION REQUIREMENTS

This degree program requires at least 125 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
REL 101	Introduction to Religion	3
FMC 101	Education & Life Seminar	3
REA 101	Critical Thinking & Reading	3
MAT 101	College Mathematics I	3
ENG 102	English Communications II	3
____	Natural Science Requirement	3
CSC 101	Introduction to Computers	3
____201	Foreign Language Requirement	3
MAT 102	College Mathematics II	3
		30

Sophomore Year

PED 110	Dimensions of Wellness	2
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___	Natural Science Requirement	3
___ 202	Foreign Language Requirement	3
CSC 220	Microcomputer Applications	3
BUS 210	Applied Mathematics	3
HIS 103	African American History I	3
ECO ___	Economics Elective	3
ENG 103	Speech	3
ACC 211	Principles of Accounting	3
___	Social Science Requirement	3
CSC 333	System Analysis & Design	3
CSC 232	Introduction to Programming	3
		35

Junior Year

HIS ___	History Requirement	3
ACC 212	Principles of Accounting	3
PSY 200	Introduction to Psychology	3
CSC 350	Special Problems I	3
CSC 360	Computer Operating Systems	3
___	Humanities Requirement	3
CSC 386	COBOL Programming	3
CSC 375	Network & Data Communications	3
BUS 311	Business Law I	3
CSC 251	Computer Electives	3
		30

Senior Year

HUM ___	Humanities Requirement	3
CSC 483	Data Base Management Systems	3
BUS 344	Business Organization & Management	3
CSC 250	Visual Basic	3
CSC ___	Computer Elective	3
BUS 312	Business Statistics	3
MAR 301	Marketing	3
CSC 400	Computer Security Ethics	3
CSC 445	Management Information Systems	3
BUS ___	Business Elective	3
		30

Minor in Management Information Systems

Note: Students wishing to minor in Management Information System must insure that all prerequisites necessary for the courses listed below are met.

CSC 250	Visual Basic
CSC 333	System Analysis & Design
CSC 483	Database Management
CSC 445	Management Information System
CSC 386	COBOL
CSC 375	Network and Data Communication
CSC 360	Operating Systems
CSC 400	Computer Security Ethics
CSC ___	Computer Elective

DIVISION OF BUSINESS ADMINISTRATION

**Accounting
Dual-Hospitality Management Program**

**Business Administration
Marketing**

The Division of Business Administration awards the Bachelor of Science degree in Accounting, Business Administration, and Marketing. Students can also participate in a Dual Hospitality Management program with Florida International University.

The objective of the FMC/FIU Hospitality Management Program is to provide students the opportunity to obtain the Bachelor of Science Degree in Business Administration from FMC and the Bachelor of Science Degree in Hospitality Management or the Master of Science Degree in Hotel and Food Service Management from FIU.

Minors are also offered in Accounting, Business Administration, Economics, Finance, and Marketing. Eighteen additional credit hours with a grade of "C" or better are required beyond core courses for a minor. Students should consult with the Division's Chairperson as soon as the decision to pursue a minor has been made. An agreement about specific courses to satisfy the minor requirements must be made during the application process. Students selecting a minor must adhere to the same entrance requirements as they would for a major. Students selecting a major or minor in the area need to have a strong background in mathematics.

The Division offers opportunities to students to enhance their studies through professional experiences.

OBJECTIVES OF THE DIVISION

1. To develop an awareness and understanding of the role of business and economics in our society;
2. To assist students in acquiring the ability to use business and economic analysis as a major tool in teaching the independent, well considered judgments on important public issue;
3. To provide specialized training for students who wish to pursue careers as managers and owners of business enterprises;
4. To provide a fundamental background in the areas of business and economics theories for students who wish to pursue advanced study and to council students in the planning for graduate studies.

5. To serve as an agency for the promotion of research and dissemination of knowledge for the advancement of techniques in the conduct of business affairs.
6. To focus on programs for minority groups which inspire greater entrepreneurial activities and contribution to the business and economic life of the community, state, and nation.
7. To continually re-examine the curriculum to see if it conforms to current needs of business and industry.
8. To enhance students' critical thinking and effective communication capabilities.
9. To provide students with the opportunity for cooperative education and internship experience.

GRADUATION REQUIREMENTS

1. Complete a minimum of 124 semester hours with a minimum cumulative G.P.A. of at least 2.00.
2. Meet all Florida Memorial College course requirements in the area of specialization.
3. Receive grade of C or better in all major courses.
4. Pass a divisional exit examination. (Minimum competency standard will be established)

DUAL-HOSPITALITY MANAGEMENT PROGRAM

This program establishes a cooperative Hospitality Management agreement between Florida Memorial College (FMC) and Florida International University (FIU). The resources of each institution are utilized to form a Dual Degree program of study to increase the number of hospitality industry professionals. The Dual-Hospitality Management degrees will be awarded only upon the successful fulfillment and completion of prescribed admission and course requirements at both institutions.

Program Objectives

The objectives of the FMC/FIU Hospitality program are:

- To provide students with the best of two college worlds
- To provide avenues of study in hospitality management
- To provide opportunity for graduate school
- To increase the participation of minorities in the hospitality industry.

Program of Study

The objective of the FMC/FIU Hospitality Management Program is to provide students the opportunity to obtain the Bachelor of Science Degree in Business Administration from FMC and the Bachelor of Science Degree in Hospitality Management or the Master of Science Degree in Hotel and Food Service Management from FIU.

Students will be required to complete a three year study program consisting of a minimum of 98 semester hours at FMC. Contingent upon satisfactory completion of FMC requirements, the student will be admitted as a full-time Hospitality Management student at FIU and accepted as a senior. Upon admission to FIU, students must choose one of the following options -- track one or track two.

In the first track, students will be required to complete a two years study program of 63 semester hours and will receive a Bachelor of Science Degree in Hospitality Management. Upon successful completion of the first 30 semester hours at FIU, students will receive a Bachelor of Science degree in Business Administration from FMC.

In the second track, upon successful completion of the first 30 semester hours at FIU, students will be given the opportunity to apply for admission to the graduate program in the School of Hospitality Management at FIU. To be admitted, the student must have maintained a "B" average in all upper-division work or attained a minimum GRE score of 1000 or a GMAT of 450. Upon successful completion of the program requirements, the student will receive the Master of Science degree in Hotel and Food Service Management from FIU.

Transfer Requirements

Transferring from the FMC/FIU Hospitality Management Program to FIU requires:

1. A minimum of 2.5 cumulative G.P.A.
2. A minimum of 98 transferable semester hours.
3. Successful passing of all parts of the CLAST.
4. An approved divisional transfer permit.
5. A State University System application for admission one semester prior to completing FMC requirements.
6. Official transcripts from FMC and any other institutions attended.
7. International students should also contact the Office of Admissions for additional information about requirements for the Certificate of Student Visa Eligibility (I-20 Form) from FIU.

The following course credits are required as part of the 98 semester hours accumulated at FMC.

<u>Course</u>	<u>Semester Credits</u>
Communications	12
Humanities	6
Foreign Language	6
Social Science	6
Natural Science	6
Math (College Algebra or higher)*	6
* Grade of "C" or better required	

Financial Aid

Students who need financial aid while in the program at FMC must apply to the designated official at FMC. Currently, FIU agrees to provide four scholarships for African-American FMC students who are admitted to the Hospitality Management program. The scholarships are academically competitive and amount(s) to \$1500 for four students annually. Tuition waivers are also available for non-Florida residents and foreign students. These awards are competitive and made to students who demonstrate high scholastic achievement.

BACHELOR OF SCIENCE IN ACCOUNTING

The Division offers a program leading to the Bachelor of Science degree in Accounting. The program prepares students for professional careers in public, private, and governmental accounting. The program also prepares students for graduate schools and programs.

GRADUATION REQUIREMENTS

This degree program requires at least 131 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communication I	3
MAT 101	College Mathematics I	3
	Natural Science Requirement	3
FMC 101	Education & Life Seminar	3
REA 101	Critical Thinking and Reading	3
PED 110	Dimension of Wellness	2

_____	Natural Science Requirements	3
ENG 103	Speech	3
HIS _____	African American History I or II	3
REL 101	Introduction to Religion	3
		<u>35</u>

Sophomore Year

ACC 211	Principles of Accounting I	3
_____ 201	Foreign Language Requirement	3
ECO 201	Principles of Macroeconomics	3
CSC 101	Introduction to Computers	3
_____	Social Sciences Requirement	3
BUS 210	&Applied Math for Bus or Applied Calculus	3
MAT 200		
ACC 212	Principles of Accounting II	3
_____ 202	Foreign Language Requirement	3
ECO 202	Principles of Microeconomics	3
BUS 211	Principles of Management	3
BUS 315	Quantitative Methods	3
_____	Humanities Requirement	3
		<u>36</u>

Junior Year

ACC 311	Intermediate Accounting I	3
BUS 320	Business Statistics I	3
BUS 311	Business Law I	3
MAR 301	Principles of Marketing	3
_____	Humanities Requirement	3
ACC 312	Intermed Accounting II	3
BUS 321	Business Statistics II	3
BUS 312	Business Law II	3
BUS 394	Business Ethics & Society	3
_____	History/Government Requirement	3
		<u>30</u>

Senior Year

ACC 411	Advanced Accounting	3
ACC 434	Federal Income Tax I	3
BUS 370	Business Internship & Seminar	3
ACC 431	Auditing I	3
_____	Approved Elective	3
ACC 452	Cost Accounting	3
ECO 471	Money & Capital Markets	3
BUS 420	Operations Research	3
BUS 492	Business Finance	3
ACC 454	Computer Accounting (Senior Proj)	3
		<u>30</u>

*Approved Electives are:

ACC 432	Auditing II	3
ACC 435	Fed Income Tax II	3
ACC 455	International Accounting	3
BUS 400	Entrepreneuership	3
BUS 404	International Business	3

**BACHELOR OF SCIENCE IN
BUSINESS ADMINISTRATION**

The Division offers a program leading to the Bachelor of Science degree in Business Administration. The program emphasizes management studies. It is designed to direct students toward an integrated approach to modern management, theory and practice, the changing nature of management, management in a changing global environment and creative problem solving. The approved electives provide career options in Financial and Human Resource Management, and International Business.

The objectives of the program are as follows:

- 1. Explain the relationship between human resources management and other functions within the organization.
- 2. Analyze the different sub-functions that are critical to the success of any organization.
- 3. Describe the strategic importance of human resources in today’s global economy.
- 4. Explain the steps needed to create and launch a new business.
- 5. Integrate theory and practical business experiences needed to enhance the chances for success of a new business.
- 6. Analyze the components needed to strategically align an organization with its environment.
- 7. Explain the relationships of the functional areas within a business
- 8. Analyze models of rational decision-making used in an organization.
- 9. Apply management concepts to organizations operating in an international arena.
- 10. Analyze components of international business, to include international trade and investment, foreign exchange, financial markets, and political and cultural interactions between multinational organizations and host countries.

GRADUATION REQUIREMENTS

This degree program requires at least 128 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communication I	3
MAT 101	College Mathematics I	3
_____	Natural Science Requirements	3
FMC 101	Educational & Life Seminar	3
REA 101	Critical Thinking and Reading	3

ENG 103	Speech	3
REL 101	Introduction to Religion	3
		<u>32</u>

Sophomore Year

ACC 211	Principles of Accounting I	3
ECO 201	Principles of Macroeconomics	3
CSC101	Introduction to Computers	3
_____	Social Science Requirement	3
BUS 210 or	Applied Math for Bus or Applied Calculus	3
MAT 200		
_____	African American History I or II	3
ACC 212	Principles of Accounting II	3
ECO 202	Principles of Microeconomics	3
BUS 211	Principles of Management	3
BUS 315	Quantitative Methods	3
_____	Humanities Requirements	3
		<u>33</u>

Junior Year

____ 201	Foreign Language	3
BUS 320	Business Statistics I	3
BUS 311	Business Law I	3
MAR 301	Principles of Marketing	3
_____	Humanities Requirements	3
____ 202	Foreign Language	3
BUS 321	Business Statistics II	3
BUS 350	Human Resource Management	3
BUS 394	Business Ethics & Society	3
_____	History/Government Requirement	3
		<u>30</u>

Senior Year

BUS 370	Business Internship & Seminar	3
BUS 403	Strategic Management	3
ECO 471	Money & Capital Markets	3
_____	Applied Business Elective	3
BUS 404	International Business	3
ACC 352	Managerial Accounting	3
BUS 420	Operations Resource	3
BUS 400	Entrepreneurship	3
BUS 492	Business Finance	3
_____	Approved Business Elective	3
BUS 498	Senior Project in Management Research	3
		<u>33</u>

Approved electives are (ACC, BUS, ECO, CSC¹):

ACC ____	Accounting Elective	3
BUS 240	Intro to Hosp Management	3
BUS 310	Business Mathematics	3
BUS 312	Business Law II	3
BUS 344	Business Organization & Management	3
BUS 345	Business Comm & Tech Writing	3
BUS 353	Principles of Insurance	3
BUS 355	Principles of Real Estate	3

BUS 345	Business Comm & Tech Writing	3
BUS 353	Principles of Insurance	3
BUS 355	Principles of Real Estate	3
BUS 480	Managerial Psychology	3
BUS 493	Portfolio Analysis & Management	3
BUS 495	Futures & Options Markets	3
BUS 496	Financial Statement Analysis	3
BUS 497	Seminar in International Money & Finance	3
ECO 302	Intermediate Microeconomics	3
ECO 310	History of Economic Thought	3
CSC ____	Computer Elective (beyond CSC 101)	3

BACHELOR OF SCIENCE IN MARKETING

The Division offers a program leading to the Bachelor of Science degree in Marketing. The program provides students with an understanding of the basic structures and processes of marketing, and assists them in developing the ability to analyze and deal with marketing problems and opportunities. The program prepares students for careers in marketing, and provides them the opportunity to pursue graduate studies. The Marketing program is intended to provide the students with necessary skills for performance of assigned duties in the fields of :

1. Marketing management
2. Marketing research
3. Industrial sales
4. Retail management

through

1. Providing the knowledge and skills necessary for the application of marketing technology within an organization.
2. Aiding the students in the development of marketing skills in order to facilitate the creation of successful marketing policies within a firm.
3. Enhancing student abilities to conduct research, analyze data and report results through utilization of the latest marketing information and techniques.
4. Aiding the student in the development of creative solutions to marketing problems within a business organization through the preparation of a professional report based on the practical application of marketing knowledge and field research.

Sample Program of Study

Freshman Year

ENG 101	English Communication I	3
MAT 101	College Mathematics I	3
_____	Natural Science Requirement	3
FMC 101	Education & Life Seminar	3
REA 101	Critical Thinking & Reading	3
PED 110	Dimensions of Wellness	2
ENG 102	English Communications II	3
MAT 102	College Mathematics II	3
_____	Natural Science Requirement	3
ENG 103	Speech	3
REL 101	Introduction to Religion	3
		32

Sophomore Year

ACC 211	Principles of Accounting I	3
ECO 201	Principles of Macroeconomics	3
CSC 101	Introduction to Computers	3
PSY 200	Introduction to Psychology	3
BUS 210 or	Applied Math for Bus or Applied Calculus	3
MAT 200		
_____	African American History I or II	3
ACC 212	Principles of Accounting II	3
ECO 202	Principles of Microeconomics	3
BUS 211	Principles of Management	3
BUS 315	Quantitative Methods	3
_____	Humanities Requirement	3
		33

Junior Year

_____ 201	Foreign Language	3
BUS 320	Business Statistics I	3
BUS 311	Business Law I	3
MAR 301	Principles of Marketing	3
_____	Humanities Requirements	3
_____ 202	Foreign Language	3
BUS 321	Business Statistics II	3
MAR 395	Consumer Behavior	3
BUS 394	Business Ethics & Society	3
_____	History/Government Requirement	3
		30

Senior Year

BUS 370	Business Internship & Seminar	3
BUS 404	International Business	3
ECO 471	Money & Capital Markets	3
_____	Approved Marketing Elective	3
_____	Approved Marketing Elective or Entrepreneurship	3
ACC 352	Managerial Accounting	3
BUS 420	Operations Resource	3
BUS 403	Strategic Management	3
BUS 492	Business Finance	3
_____	Approved Marketing Elective	3
MAR 495	Senior Project in Marketing Research	3
		33

Approved marketing electives are:

MAR 361	Retail Marketing	3
MAR 362	Personal Selling	3
MAR 460	Advertising	3
MAR 461	Marketing Channels	3
MAR 462	International Marketing	3
MAR 490	Services Marketing	3

PRE-HOSPITALITY MANAGEMENT DUAL PROGRAM

The objective of the FMC/FIU Hospitality Management Program is to provide students the opportunity to obtain the Bachelor of Science Degree in Business Administration from FMC and the Bachelor of Science Degree in Hospitality Management or the Master of Science Degree in Hotel and Food Service Management from FIU.

GRADUATION REQUIREMENTS

This degree program requires at least 99 semester hours for completion at FMC.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
MAT 111	College Algebra	3
BIO 101	Biological Science	3
FMC 101	Education & Life Seminar	3
REA 101	Critical Thinking & Reading	3
PED 110	Dimensions of Wellness	2
ENG 102	English Communications II	3
MAT 112	Pre-Calculus	3
PSC 101	Physical Science	3
CSC 101	Introduction to Computers	3
REL 101	Introduction to Religion	3
HIS 200	History of USA	3
		35

Sophomore Year

ACC 211	Principles of Accounting I	3
___ 201	Foreign Language	3
PSY 200	Introduction to Psychology	3
ECO 202	Principles of Microeconomics	3
___	African American History I or II	3
ENG 309	Advance Grammar & Composition	3
ACC 212	Principles of Accounting II	3
BUS 211	Principles of Management	3

ENG 309	Advance Grammar & Composition	3
ACC 212	Principles of Accounting II	3
BUS 211	Principles of Management	3
___ 202	Foreign Language	3
ENG ___	Literature or Humanities	3
		30

Junior Year

BUS 311	Business Law I	3
BUS 310	Business Mathematics	3
BUS 320	Business Statistics I	3
MAR 301	Principles of Marketing	3
BUS 240	Introduction to Hospitality	3
BUS 312	Business Law II	3
BUS 321	Business Statistics II	3
BUS 342	Bus Communications & Technical Writing	3
BUS 492	Business Finance	3
ECO 471	Money & Capital Markets	3
___ ___	Approved Business Elective	3
		33

MINOR IN ECONOMICS AND FINANCE

A minor is available in Economics and Finance. A program of study in Economics and Finance serves as a foundation for students who have interest in pursuing graduate work or a career in these areas. For a minor in Economics, Business Administration majors must complete eighteen credit hours beyond ECO 201, ECO 202, and ECO 471 with a grade of "C" or better. These eighteen credit hour courses must include ECO 302, ECO 310, ECO 351, and ECO 457 plus two other economic electives. For a minor in Finance, Business Administration majors must complete eighteen credit hours with a grade of "C" or better. These eighteen credit hours must include BUS 492, BUS 493, BUS 495, BUS 496, BUS 497, plus an advanced course in Accounting.

Students should consult with the Division's Chairperson as soon as the decision to pursue a minor in Economics or Finance has been made. An agreement about specific courses to satisfy the minor requirements must be made during the application process. Students selecting a minor in Economics or Finance must adhere to the same entrance requirements as those pursuing a major in the division and must have a strong background in mathematics.

Minor in Economics

ECO 302	Intermediate Microeconomics	3
ECO 310	History of Economic Thought	3
ECO 351	Labor Economics	3
ECO 457	Urban Economics	3

ECO 420	International Economics & Trade	3
ECO 475	Economics of Development	3
ECO 485	Environmental Economics	3

Minor in Finance

BUS 492	Business Finance	3
BUS 493	Portfolio Analysis & Management	3
BUS 495	Futures & Options Markets	3
BUS 496	Financial Statement Analysis	3
BUS 497	International Money & Finance	3
ACC _____	Advanced Course in Accounting*	3

*Approval of Advisor

DIVISION OF EDUCATION

Biology (with certification)	Middle Grades Mathematics (5-9)
Elementary Education	Music Education
Exceptional Education	Physical Education (K-8)
(Varying Exceptionalities)	Physical Education (6-12)
Middle Grades English (5-9)	Secondary Education English (6-12)
Middle Grades General Science (5-9)	Secondary Education Mathematics (6-12)

The Division of Education offers majors in eleven **Florida State Approved Teacher Education Programs**: Biology (with certification), Elementary Education, Exceptional Student Education (K-12), Middle Grades English, General Sciences and Mathematics; Music Education (K-12); Physical Education (K-8 and 6-12); Secondary Education English and Mathematics. The Bachelor of Science degrees offered in these specialized fields along with the teacher education curriculum prepare students for a professional teaching career in the respective content areas. Additionally, minors are available in Education, Teachers of Speakers of Other Languages and Health Education.

The curricular offerings in the Professional Education Program provide opportunities to learn and practice appropriate theories, concepts, and strategies as defined in the Florida Essential Generic Competencies. The Professional Education Program provides teacher trainees with the skills and competencies necessary to be effective educators by emphasizing such areas as methodologies of instruction, classroom management, curriculum, assessment, field activities and internship experience. The curriculum developed for majors leading to teacher certification is based on the State Board of Education rules prescribed in Chapter 6A. 5FAC of the Department of Education for the State of Florida.

ADMISSION TO THE PROFESSIONAL EDUCATION PROGRAM

The curriculum for the Professional Education Program is designed to be fulfilled in approximately two years after completion of the general education curriculum required by Florida Memorial College. Application for admittance into the Professional Education Program must be done at the end of the second semester sophomore year. Forms may be obtained from the Division of Education. To qualify for admittance, the student must satisfy the following requirements:

1. A minimum cumulative GPA of 2.5 at the completion of 60 credits.

2. A passing score on all four subsections of the CLAST.
3. A composite GPA of 2.5 at the completion of EDU 203 and EDU 204 or 206.
4. An above average pre-student teaching evaluation.
5. A one page written statement of your "Reasons for Teacher Education Career Choice."
6. A Letter of Recommendation from a faculty advisor.
7. A successful interview with the Professional Education Program faculty committee.

Provisional status for admittance into the Professional Education Program may be granted for one academic semester to any student who has not met all the requirements for full admission. Provisional status will be granted at the discretion of the Professional Education Program faculty committee.

ADMISSION TO TEACHER EDUCATION INTERNSHIP

The culmination of the Professional Education Program concludes with the Education Internship. The internship experience provides the vehicle for teacher trainees to demonstrate teacher competencies by connecting the theoretical with the practical experiences through implementation of the teaching process. Application must be completed by the announced deadline one semester prior to the internship experience. Internship is done during the last semester of the senior year. Before applying for the internship, students must be fully accepted into the Professional Education Program, including passing all subsections of the CLAST (see above admission requirements). Students must also complete all required education courses except for EDU 450, ESE 448 or EDU 414. Acceptance into the Education Internship Program is granted by the Professional Education Program faculty committee. Additionally, to qualify for acceptance into the internship program, students must satisfy the following requirements:

1. An overall cumulative of GPA 2.5 or higher.
2. No grade below a C in any major course.
3. A typed one page essay on: "My Philosophy of Education."
4. Two letters of recommendation from Education Professors.
5. Successful completion of 120 clock hours in pre-student teaching experiences, or its equivalent with above average evaluations.
6. Successful completion of the Professional section of the Florida Teacher Certification Examination (FTCE).

GRADUATION REQUIREMENTS

Before graduating from the Division of Education Professional Education Program, the student must have:

1. Completed all requirements for the Professional Education Program (see above admission requirements).
2. Passed all subsections of the CLAST.
3. Passed the professional section of the FTCE.
4. Completed graduation requirements.
5. Completed and submitted all appropriate materials for graduation with the Registrar. (Education programs are subject to change based on recommendations from the Florida Department of Education for program approval in order to meet certification requirements.)

BACHELOR OF SCIENCE IN BIOLOGY with Certification

GRADUATION REQUIREMENTS

This degree program requires at least 140 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
BIO 130	Principles of Biology	3
BIO 131	Principles of Biology Lab	1
MAT 111	College Algebra	3
FMC 101	Education & Life Seminar	3
REA 101	Critical Thinking & Reading	3
_____	Humanities Requirement	3
ENG 102	English Communications II	3
BIO 204	General Zoology	3
BIO 205	General Zoology Lab	1
MAT 112	Pre-Calculus	3
REL 101	Introduction to Religion	3
HIS 103	African American History I	3
EDU 203	Psychological/Sociological Foundations	3
		38

Sophomore Year

ENG 103	Speech	3
MAT 113	College Trigonometry	3
BIO 206	General Botany	3
BIO 207	General Botany Lab	1
CHE 110	General Chemistry I	3
CHE 111	General Chemistry I Lab	1
_____	Humanities Requirement	3
EDU 313	Pre-Student Teaching	1
EDU 205	Multicultural Diversity	3

BIO 310	Genetics	3
BIO 311	Genetics Lab	3
CHE 112	General Chemistry II	3
CHE 113	General Chemistry II Lab	1
PED 110	Dimensions of Wellness	2
EDU 205	Teaching in Middle & Secondary School	3
		36

Junior Year

BIO 300	Vertebrate Physiology	3
BIO 301	Vertebrate Physiology Lab	1
CHE 210	Organic Chemistry I	3
CHE 211	Organic Chemistry I Lab	1
_____	Foreign Language Requirement	3
MAT 205	Probability & Statistics	3
PHY 201	College Physics I	3
PHY 202	College Physics I Lab	1
BIO 320	Ecology	3
BIO 321	Ecology Lab	1
CHE 212	Organic Chemistry II	3
CHE 213	Organic Chemistry II Lab	1
_____	Foreign Language Requirement	3
PHY 203	College Physics II	3
PHY 204	College Physics II Lab	1
_____	History/Government Elective	3
EDU 314	Pre-Student Teaching	1
		37

Senior Year

BIO 410	Microbiology	3
BIO 411	Microbiology Lab	1
EDU 419	Teaching Science in Middle & Secondary School	3
EDU 439	Test & Measurement	3
EDU 413	Curriculum Development	3
EDU 408	Classroom Management	3
EDU 331	Instructional Technology	3
EDU 315	Pre-Student Teaching	1
EDU 450	Internship	9
EDU 414	New Trends in Education	3
		32

BACHELOR OF SCIENCE IN ELEMENTARY EDUCATION

The major in Elementary Education provides students with educational theory, methods of teaching and management principles and practices. Students who complete this major are prepared for further study at the graduate or professional school level.

GRADUATION REQUIREMENT

This degree program requires at least 125 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
ENG 103	Speech	3
MAT 101	College Mathematics I	3
FMC 101	Education & Life Seminar	3
REL 101	Introduction to Religion	3
ENG 102	English Communications II	3
REA 101	Critical Thinking & Reading	3
MAT 102	College Mathematics II	3
____ 101	Natural Science Requirement	3
HIS 103	African American History I	3
		<u>30</u>

Sophomore Year

____	Foreign Language Requirement	3
____ 101	Natural Science Requirement	3
____	History/Government Requirement	3
EDU 203	Psychological & Sociological Foundations of Education	3
EDU 313	Pre-Student Teaching	1
PED 110	Dimensions of Wellness	2
____	Humanities Requirement	3
____	Foreign Language Requirement	3
EDU 204	Teaching in Elementary School	3
EDU 205	Multicultural Diversity	3
EDU 314	Pre-Stud Teaching	1
EDU 331	Instructional Technology	3
		<u>36</u>

Junior Year

____	Major Requirement	3
EDU 301	Language Arts in Elementary School	3
EDU 302	Science in Elementary School	3
EDU 303	Music in Elementary School	3
EDU 307	Mathematics in Elementary School	3
EDU 315	Pre-Student Teaching	1
EDU 304	Social Studies in Elementary School	3
EDU 305	Art in Elementary School	3
EDU 308	Reading in Elementary School	3
EDU 324	Health & Physical Education in Elementary School	3
EDU 309	Children's Literature	3
____	Humanities Requirement	3
		<u>34</u>

Senior Year

ESE 430	Introduction to Exceptional Child	3
ESE 448	Inclusive, Collaborative & Diverse Environment	3
EDU 408	Classroom Management	3
EDU 411	Diagnosis & Remediation for Reading	3
EDU 439	Test & Measurement	3
EDU ____	Major Elective	3
EDU 450	Internship	9
EDU 414	New Trends in Education	3
		<u>30</u>

BACHELOR OF SCIENCE IN MIDDLE GRADES ENGLISH (5-9)

The major in English Education provides students with educational theory, methods of teaching and management principles and practices.

This teacher preparation program has a broad foundation in many academic areas and specialization in English Language and literature.

Students who complete this major are prepared for further study at the graduate or professional school level.

GRADUATION REQUIREMENTS

This degree program requires at least 134 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
MAT 101	College Mathematics I	3
ENG 103	Speech	3
REL 101	Introduction to Religion	3
_____	Humanities Elective	3
FMC 101	Education & Life Seminar	3
ENG 102	English Communications II	3
MAT 102	College Mathematics II	3
REA 101	Critical Thinking Reading	3
HIS 103	African American History I	3
_____	Humanities Elective	3
PED 110	Dimensions of Wellness	2
		<u>35</u>

Sophomore Year

HIS 101	World Civilization I	3
_____	Social Science Requirement	3
_____	Natural Science Requirement	3
ENG 302	Business & Professional Speaking	3
_____	Foreign Language Requirement	3
EDU 203	Psychological & Sociological Foundation of Education	3
HIS 102	World Civilization II	3
PSY 200	Introduction to Psychology	3
_____	Natural Science Requirement	3
_____	Foreign Language Requirement	3
EDU 206	Teaching in Middle & Secondary School	3
EDU 313	Pre-Student Teaching	1
		<u>34</u>

Junior Year

ENG 301	Advanced Composition	3
EDU 403	Teaching Reading Middle & Secondary	3
EDU 331	Instructional Technology	3
EDU 205	Multicultural Diversity	3

EDU 408	Classroom Management	3
EDU 314	Pre-Student Teaching	1
EDU 413	Curriculum Development	3
ENG 304	British Literature II	3
ENG 306	American Literature II	3
ENG 309	Advanced Grammar & Composition	3
EDU 309	Children's Literature	3
EDU 439	Test & Measurement	3
		34

Senior Year

ENG 308	African American Literature	3
ENG 344	Contemporary Poetry	3
	History/Government Elective	3
EDU 411	Diagnosis & Remediation for Reading	3
EDU 418	Teaching English in Middle & Secondary School	3
EDU 310	Adolescent Literature	3
EDU 315	Pre-Stud Teaching	1
EDU 450	Internship	9
EDU 414	New Trends in Education	3
		31

BACHELOR OF SCIENCE IN EXCEPTIONAL STUDENT EDUCATION

(Varying Exceptionalities)

The major in Exceptional Education is designed to provide students with educational theory, methods of teaching and management principles and practices. Students who complete this major are prepared for further study at the graduate or professional school level.

GRADUATION REQUIREMENTS

This degree program requires at least 128 semester hours for completion.

Sample Program of Study**Freshman Year**

ENG 101	English Communications I	3
ENG 103	Speech	3
MAT 101	College Mathematics I	3
FMC 101	Education & Life Seminar	3
REL 101	Introduction to Religion	3
EDU 331	Instructional Technology	3
ENG 102	English Communications II	3
REA 101	Critical Think/Reading	3
MAT 102	College Mathematics II	3
____101	Natural Science Requirement	3
HIS 103	African American History	3

PED 110	Dimensions of Wellness	2
		35

Sophomore Year

— — —	Foreign Language Requirement	3
101	Natural Science Requirement	3
PSY 200	Introduction to Psychology	3
— — —	History/Government Requirement	3
EDU 203	Psychological & Sociological Foundations of Education	3
EDU 313	Pre-Student Teaching Lab I	1
— — —	Humanities Requirement	3
— — —	Foreign Language Requirement	3
EDU 204	Teaching in Elementary School	3
EDU 205	Multicultural Diversity	3
EDU 206	Teaching in Middle and Secondary School	3
EDU 314	Pre-Student Teaching Lab II	1
		32

Junior Year

ESE 430	Introduction to Exceptional Child	3
EDU 301	Methods of Teaching Language Arts in Elementary School	3
EDU 302	Methods of Teaching Science in Elementary School	3
EDU 303	Methods of Teaching Music for Elementary School	3
EDU 439	Test & Measurement	3
EDU 315	Pre-Student Teaching Lab III	1
ESE 434	Characteristics of Varying Exceptionalities	3
EDU 304	Methods of Teaching Social Studies in Elementary School	3
EDU 305	Teaching Art in Elementary School	3
EDU 307	Methods of Teaching Mathematics in Elementary School	3
EDU 308	Methods of Teaching Reading in Elementary School	3
ESE 435	Curriculum & Instruction for Mild to Moderate with V.E. I	3
		34

Senior Year

EDU 408	Classroom Management	3
EDU 411	Diagnosis & Remediation	3
ESE 436	Curriculum & Instruction for Mild to Moderate with V.E. II	3
ESE 447	Advance Assessment of Exceptional Students	3
— — —	Humanities Requirement	3
EDU 450	Internship	9
ESE 448	Teaching in an Inclusive, Collaborative, Consultative and Diverse Environment	3
		27

BACHELOR OF SCIENCE IN MIDDLE GRADES GENERAL SCIENCE (5-9)

The major in Middle Grades General Science is designed to provide general science students with educational theory, methods of teaching and management principles and practices. Students who complete this major are prepared for further study at the graduate or professional school or teaching at the middle school level.

GRADUATION REQUIREMENTS

This degree program requires at least 128 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
ENG 103	Speech	3
MAT 111	College Algebra	3
FMC 101	Education & Life Seminar	3
REL 101	Introduction to Religion	3
ENG 102	English Communications II	3
REA 101	Critical Thinking and Reading	3
MAT 112	Pre-Calculus	3
PSC 101	Physical Science	3
EDU 331	Instructional Technology	3
PED 110	Dimensions of Wellness	2
		32

Sophomore Year

MAT 205	Probability & Statistics	3
— —	Foreign Language Requirement	3
BIO 130	Principles of Biology	3
BIO 131	Principles of Biology Lab	1
— —	Humanities Requirement	3
EDU 203	Psychological & Sociological Foundations	3
HIS 103	African American History I	3
— 202	Foreign Language Requirement	3
PSY 200	Introduction to Psychology	3
— —	History/Government Requirement	3
EDU 205	Multi-Cultural Diversity	3
EDU 313	Pre-Student Teaching Lab I	1
		32

Junior Year

BIO 204	General Zoology	3
BIO 205	General Zoology Lab	1
CHE 110	General Chemistry I	4
CHE 111	General Chemistry I Lab	1
— —	Major Elective	3
EDU 206	Teaching Middle & Secondary School	3
EDU 314	Pre-Student Teaching Lab II	1
BIO 206	General Botany	3
BIO 207	General Botany I Lab	1
CHE 112	General Chemistry II	4
CHE 113	General Chemistry II Lab	1
— —	Humanities Requirement	3
EDU 413	Curriculum Development	3
EDU 315	Pre-Student Teaching Lab III	1
		32

Senior Year

EDU 408	Classroom Management	3
EDU 439	Test & Measurement	3
BIO 320	Ecology	3
BIO 321	Ecology Lab	3
— —	Major Elective	3

_____	Major Elective Lab	1
EDU 419	Teaching Science in Middle/ & Secondary School	3
EDU 450	Student Internship	9
EDU 414	New Trends in Education	3
		31

BACHELOR OF SCIENCE IN MIDDLE GRADES MATHEMATICS EDUCATION (5-9)

The major in Middle Grades Mathematics Education is designed to provide mathematics major students with educational theory, methods of teaching and management principles and practices. Students who complete this major are prepared for further study at the graduate or professional school or teaching at the middle school level.

GRADUATION REQUIREMENTS

This degree program requires at least 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
_____	Natural Science Requirement	3
_____	Natural Science Requirement Lab	1
MAT 111	College Algebra	3
REA 101	Critical Thinking, & Reading	3
FMC 101	Education & Life Seminar	3
ENG 102	English Communications II	3
_____	Natural Science Requirement	3
_____	Natural Science Requirement Lab	1
MAT 112	Pre-Calculus	3
PED 110	Dimensions of Wellness	2
HIS 103	African American History I	3
		31

Sophomore Year

ENG 103	Speech	3
MAT 113	College Trigonometry	3
MAT 205	Introduction to Probability & Statistics	3
_____	Foreign Language Requirement	3
EDU 203	Psychological & Sociological Foundations	3
EDU 313	Pre-Student Teaching Lab I	1
REL 101	Introduction to Religion	3
MAT 201	Calculus I	3
MAT 210	Discrete Mathematics I	3
_____	Foreign Language Requirement	3
_____	History/Government Requirement	3
EDU 314	Pre-Student Teaching Lab II	1
		32

Junior Year

MAT 303	History of Mathematics	3
MAT 207	Number Theory	3
CSC ____	PASCAL, "C" or Program Lang	3
____	Social Science Requirement	3
____	Humanities Requirement	3
EDU 315	Pre-Student Teaching Lab III	1
MAT 305	College Geometry	3
EDU 206	Teaching in Middle & Secondary School	3
EDU 205	Multicult Diversity	3
____	Mathematics Elective	3
____	Humanities Requirement	3
____	Mathematics Elective	3
		34

Senior Year

EDU 408	Classroom Management	3
____	Mathematics Elective	3
EDU 413	Curriculum Development	3
EDU 439	Test & Measurement	3
EDU 422	Teaching Mathematics in Middle School	3
EDU 450	Internship	9
EDU 414	New Trends in Education	3
		27

BACHELOR OF SCIENCE IN MUSIC EDUCATION

The major in Music Education provides students with educational theory, methods of teaching and management principles and practices.

This teacher preparation program has a broad foundation in many academic areas and specialization in all general areas of Music.

Students who complete this major are prepared for further study at the graduate or professional school level.

Sample Program of Study**Freshman Year**

ENG 101	English Communications I	3
MAT 101	College Mathematics I	3
FMC 101	Education & Life Seminar	3
MUS 101	Structures of Music I	3
MUS 103	Class Piano I	1
MUS 1__	Applied Music I	1
MUS 1__	Ensemble	1
____	Natural Science Requirement	3
ENG 102	English Communications II	3
MAT 102	College Mathematics II	3
REA 101	Critical Thinking and Reading	3

MUS 102	Structures of Music II	3
MUS 1__	Applied Music II	1
MUS 1__	Ensemble	1
CSC 101	Introduction to Computers	3
MUS 104	Class Piano II	3
		38

Sophomore Year

ENG 103	Speech	3
REL 101	Introduction to Religion	3
EDU 313	Pre-Student Teaching Lab I	1
MUS 201	Structures of Music III	3
MUS 204	Class Piano III	3
MUS 2__	Applied Music III	1
MUS 2__	Ensemble	1
MUS 337	Acoustic Electronic Production I	2
PED 110	Dimensions of Wellness	2
HIS 103	African American History I	3
ENG 308	African American Literature	3
EDU 314	Pre-Student Teaching Lab II	1
MUS 203	Structures of Music IV	3
MUS 205	Class Piano IV	3
MUS 2__	Applied Music IV	1
MUS 2__	Ensemble	1
MUS 340	Acoustic Electronic Production II	2
MUS 238	Vocal Techniques	1
MUS 395	Liturgical Dance	3
		40

Junior Year

EDU 315	Pre-Student Teaching Lab III	1
_____	Social Science Requirement	3
EDU 303	Teaching Music Elementary School	3
EDU 203	Psychological/Sociological Foundations	3
_____	Foreign Language Requirement	3
MUS 209	History of Music I	3
MUS 3__	Applied _____	2
MUS 3__	_____ Ensemble	1
_____	Foreign Language Requirement	3
EDU 416	Teaching Music Middle & Secondary School	3
MUS 312	Conducting	3
MUS 3__	_____ Ensemble	1
MUS 363	Instrumental Methods	3
MUS 210	History of Music II	3
MUS 3__	Applied _____	2
		37

Senior Year

MUS 487	Applied Music Rec	1
MUS 4__	Applied _____	2
MUS 4__	_____ Ensemble	1
EDU 205	Multi-cultural Div	3
EDU 408	Classroom Management	3
EDU 439	Test & Measurement	3
MUS 463	Found of Music Ed	3
EDU 450	Internship	9
MUS 4__	Applied _____	2
MUS 4__	Ensemble	1
		28

BACHELOR OF SCIENCE IN PHYSICAL EDUCATION (K - 8)

The major in Physical Education is designed to prepare students to develop technical skills and knowledge in the area of physical education while emphasizing the psychomotor domain. Students who complete a major in physical education will be prepared to teach or to do advanced study.

GRADUATION REQUIREMENTS

This degree program requires at least 130 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
ENG 103	Speech	3
MAT 101	College Mathematics I	3
FMC 101	Education & Life Seminar	3
REL 101	Introduction to Religion	3
ENG 102	English Communications II	3
REA 101	Critical Thinking and Reading	3
MAT 102	College Mathematics II	3
____ 101	Natural Science Requirement	3
HIS 103	African American History I	3
PED 110	Dimensions of Wellness	2
		32

Sophomore Year

PSY 200	Introduction to Psychology	3
____	Foreign Language Requirement	3
____ 101	Natural Science Requirement	3
PED 327	Gym, Stunts, & Tumbling	2
EDU 203	Psychological & Sociological Foundations	3
EDU 313	Pre-Stud Teaching Lab I	1
____	Humanities Requirement	3
____	History/Government Requirement	3
____	Foreign Language Requirement	3
EDU 204	Teaching in Elementary School	3
BIO 200	Human Anatomy & Physiology	3
BIO 201	Hum Anatomy & Physiology Lab	1
EDU 314	Pre-Stud Teaching Lab II	1
EDU 331	Instructional Technology	3
		35

Junior Year

EDU 205	Multi-cultural Diversity	3
EDU 315	Pre-Stud Teaching Lab III	1
PED 210/212	Swimming and Advanced Swimming	1
PED 213	Safety & First Aid	2
PED 311	History & Principles of Physical Education	3
EDU 413	Curriculum Development	3
PED 315	Play & Community Recreation	3

PED 323	Individual & Group Activity	3
PED 314	Social & Community Health	3
_____	Humanities Requirement	3
PED 401	Organization Administration of Physical Education	3
PED 325	Rhythmic Activity	2
PED 403	Adaptativity & Corrective	3
		33

Senior Year

EDU 408	Classroom Management	3
EDU 412	Teaching Health of Physical Education K-12	3
PED 407	Exercise Physiology	3
PED 411	Psychomotor Learning	3
EDU 439	Test & Measurement	3
PED 408	Kinesiology	3
EDU 450	Student Internship	9
EDU 414	New Trends in Education	3
		30

BACHELOR OF SCIENCE IN PHYSICAL EDUCATION (6 - 12)

GRADUATION REQUIREMENTS

This degree program requires at least 135 semester hours for completion.

Sample Program of Study**Freshman Year**

ENG 101	English Communications I	3
ENG 103	Speech	3
MAT 101	College Mathematics I	3
FMC 101	Education & Life Seminar	3
PED 110	Dimensions of Wellness	2
PED 210/212	Swimming or Advanced Swimming	1
ENG 102	English Communications II	3
REA 101	Critical Thinking and Reading	3
MAT 102	College Mathematics II	3
_____101	Natural Science Requirement	3
HIS 103	African American History I	3
PED 213	Safety & First Aid	2
		32

Sophomore Year

_____	Foreign Language Requirement	3
_____	Natural Science Requirement	3
EDU 331	Instructional Technology	3
EDU 203	Psychological & Sociological Foundation	3
PED 327	Gym/ Stunts/Tumbling	2
EDU 205	Multicultural Diversity	3

EDU 313	Pre-Student Teaching Lab I	1
— — —	History/Government Requirement	3
— — —	Foreign Language Requirement	3
BIO 200	Human Anatomy & Physiology	3
BIO 201	Human Anatomy & Physiology Lab	1
EDU 314	Pre-Student Teaching	1
— — —	Humanities Requirement	3
		32

Junior Year

PED 403	Adaptive and Corrective Physical Education	3
EDU 315	Pre-Stud Teaching	1
PED 327	Gym, Stunts & Tumbling	2
PED 311	History & Principles	3
PED 322	Theory of Coaching & Officiating	3
REL 101	Introduction to Religion	3
— — —	Humanities Requirement	3
PED 323	Individual & Group Activity	3
PED 314	Social & Community Health	3
PED 326	Modern Dance	2
PED 401	Organization & Administration of PE	3
PED 407	Exercise Physiology	3
PED 408	Kinesiology	3
		35

Senior Year

EDU 408	Classroom Management	3
EDU 413	Curriculum Development	3
PED 411	Psychomotor Learning	3
EDU 412	Teaching Health & Physical Education K-12	3
EDU 439	Test & Measurement	3
PED 410	Care & Prevention	3
EDU 450	Student nternship	9
EDU 413	New Trends in Education	3
		30

BACHELOR OF SCIENCE IN SECONDARY ENGLISH EDUCATION (6-12)

The major in Secondary English Education provides students with educational theory, methods of teaching and management principles and practices.

This teacher preparation program has a broad foundation in many academic areas and specialization in English Language and literature.

Students who complete this major are prepared for further study at the graduate or professional school level.

GRADUATION REQUIREMENTS

This degree program requires at least 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
MAT 101	College Mathematics I	3
EDU 331	Instructional Tech	3
REL 101	Introduction to Religion	3
ENG 103	Speech	3
FMC 101	Education & Life Seminar	3
ENG 102	English Communications II	3
MAT 102	College Mathematics II	3
REA 101	Critical Thinking and Reading	3
HIS 103	African American History I	3
ENG 302	Business & Professional Speaking	3
PED 110	Dimensions of Wellness	2
		35

Sophomore Year

HIS 101	World Civilization I	3
ENG 201	World Literature I	3
_____	Natural Science Requirement	3
REL 201	Introduction to Philosophy	3
_____	Foreign Language Requirement	3
EDU 203	Psychological & Sociological Foundations	3
HIS 102	World Civilization II	3
ENG 202	World Literature II	3
_____	Natural Science Requirement	3
PSY 200	Introduction to Psychology	3
_____	Foreign Language Requirement	3
EDU 206	Teaching in Middle & Secondary School	3
		36

Junior Year

ENG 301	Advance Composition	3
EDU 403	Teaching Reading in Middle & Secondary School	3
EDU 439	Test & Measurement	3
EDU 205	Multi-Cultural Diversity	3
EDU 310	Adolescent Literature	3
EDU 313	Pre-Student Teaching Lab I	1
HIST	Elective	3
EDU 413	Curriculum Development	3
ENG 304	British Literature II	3
ENG 306	Amer Literature II	3
ENG 309	Advanced Grammar & Composition	3
EDU 408	Classroom Management	3
EDU 314	Pre-Stud Teaching Lab II	1
EDU 411	Diagnosis & Remediation.	3
		38

Senior Year

ENG 308	African American Literature	3
ENG 344	Contemporary Poetry	3
_____	Humanities Requirement	3
ENG 405	Creative Writing	3

EDU 418	Teaching English in Middle & Secondary School	3
ENG 460	Applied Linguistics	3
EDU 315	Pre-Stud Teaching Lab I	1
EDU 450	Student Internship	9
EDU 414	New Trends in Education	3
		31

**BACHELOR OF SCIENCE IN
SECONDARY MATHEMATICS EDUCATION (6-12)**

The major in Secondary Mathematics Education is designed to provide mathematics major students with educational theory, methods of teaching and management principles and practices. Students who complete this major are prepared for further study at the graduate or professional school or teaching at the secondary school level.

GRADUATION REQUIREMENTS

This degree program requires at least 127 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
— —	Natural Science Requirement	3
— —	Natural Science Requirement Lab	1
MAT 111	College Algebra	3
REA 101	Critical Thinking and Reading	3
FMC 101	Education & Life Seminar	3
ENG 102	English Communications II	3
— —	Natural Science Requirement	3
— —	Natural Science Requirement Lab	1
MAT 112	Pre-Calculus	3
MAT 113	College Trigonometry	3
HIS 103	African American History I	3
		32

Sophomore Year

ENG 103	Speech	3
MAT 201	Calculus I	3
MAT 205	Introduction to Probability & Statistics	3
— —	Foreign Language Requirement	3
EDU 203	Psychological and Sociological Foundations of Ed	3
PED 210	Dimensions of Wellness	2
REL 101	Introduction to Religion	3
MAT 202	Calculus II	3
MAT 210	Discrete Math I	3
— —	Foreign Language Requirement	3
EDU 205	Multicultural Diversity	3
EDU 313	Pre-Student Teaching Lab I	1
— —	History/Government Requirement	3

_____	Humanities Requirement	3
		<u>39</u>

Junior Year

MAT 301	Calculus III	3
MAT _____	402 or 403 or 406	3
MAT 207	Number Theory	3
CSC _____	PASCAL, C, or Programming. Language	3
_____	Humanities Requirement	3
EDU 314	Pre-Student Teaching	1
MAT 305	College Geometry	3
MAT 350	Linear Algebra I	3
MAT 303	History of Mathematics	3
MAT 309	Intro to Mod Algebra	3
EDU 206	Teaching in Middle & Secondary School	3
EDU 315	Pre-Student Teaching Lab II	1
		<u>32</u>

Senior Year

MAT 302	Multi-variable Calculus	3
EDU 408	Classroom Management	3
EDU 413	Curriculum Development	3
EDU 439	Tests & Measurement	3
EDU 423	Teaching Mathematics in Secondary School	3
_____	Social Science Requirement	3
EDU 450	Student Internship	9
EDU 414	New Trends in Education	3
		<u>30</u>

MINOR IN EDUCATION

Students seeking a minor in education (for majors not seeking certification) will complete a minimum of 18 credits listed in the core requirements below and 2 electives. All courses are to be selected by the student in consultation with a divisional advisor and must be completed with a grade of C or higher. Students planning to minor in education should consult a departmental advisor as early as possible.

CORE REQUIREMENTS

EDU 203	Soc. & Psych. Found. of Ed.	3
EDU 204/206	Teaching. in Elem. / Tchg. Mid. & Sec	3
EDU 205	Multicultural Diversity	3
EDU 313	Pre-Student Teaching	1
EDU 413	Curriculum Development	3

Students may choose a minimum of two of the following courses.

EDU 301	Tchg Lang. Arts in the Elem. Sch.	3
EDU 302	Tchg Science in the Elem. Sch.	3
EDU 303	Tchg Music in the Elem. Sch.	3
EDU 304	Tchg Soc. Studies in the Elem. Sch.	3
EDU 305	Tchg Art in the Elem. Sch.	3

EDU 307	Tchg Mathematics in the Elem. Sch.	3
EDU 308	Tchg Reading in the Elem. Sch.	3
EDU 309	Children's Literature	3
EDU 324	Tchg. Health and Phys Ed. in the Elem Sch.	3
EDU 408	Classroom Management	3
	or EDU course specific or a subject area	

MINOR IN HEALTH EDUCATION

Students seeking a minor in health education will complete a minimum of 18 credit hours listed in the core curriculum below. All classes are to be selected by the student in consultation with a divisional advisor and must be completed with a grade of C or higher.

CORE REQUIREMENTS

PED 314	Social and Community Health	3
BIO 200	Human Anatomy & Physiology	3
BIO 201	Human Anatomy & Physiology Lab	1
HED 221	Nutritional Health	3

Students may choose a minimum of 2 of the following courses.

PED 213	Safety & First Aid	2
PED 202	Personal Hygiene & Fitness	1
HED 211	Human Sexuality	3
HED 231	Substance Abuse	3
HED 311	Communicable Disease	3
HED 321	Environmental Health	3
HED 411	Mental & Emotional Health	3
HED 421	Consumer Health	3

Certification requirements for the following areas are also available through the division of education.

Health Education	Music
Spanish	Mathematics
Biology	Middle Grades General Science
English	

MINOR IN TEACHERS OF SPEAKERS OF OTHER LANGUAGES

Students seeking a minor in Teachers of Speakers of Other Languages will complete a minimum of 18 credit hours listed below. All classes must be completed with a grade of "C" or higher.

EDU 205	Multicultural Diversity	3
ESO 401	Cultural Communication & Understanding	3
ESO 402	Methodology of Teaching ESO	3
ESO 403	Curriculum and Materials Development	3
ESO 404	Testing and Evaluation in ESO	3
ENG 460	Applied Linguistics	3

Division of Extension and Continuing Education

Interdisciplinary Studies

The Division of Extension and Continuing Education is responsible for administering the following programs: the off-campus centers, the Weekend College, Dewitt Wallace-Reader's Digest - Professional Area Certification, non-degree courses, credit for life experience opportunity and continuing education units. In addition, the division offers the Bachelor of Arts degree in Interdisciplinary Studies for working adults.

OBJECTIVES OF THE DIVISION

Overall, the purpose of this division is to enrich, expand and extend the college's primary mission of teaching and service:

1. To maintain a curriculum that meets the needs of working adults.
2. To provide instructions, exercises and assignments to meet the needs of the mature life-long learners.
3. To offer courses at Off-Campus sites to facilitate the continuing education efforts of working adults.
4. To offer professional seminars, symposiums and workshops for particular clientele.
5. To provide a forum for the enrichment of individuals through a lecture/artist series that encourages dialogue relative to problems and remedies to the problems affecting local, county, state, and national communities.
6. To Offer Continuing Education Units (CEU's), for non-credit activities addressing identified needs of many unique audiences.
7. To offer Credit for Life Experiences Opportunity (CLEO) that are comparable and applicable to credit offered by the college.
8. To provide specialized Professional Education Area Certification (PEAC) courses for **eligible teachers** appropriate for meeting certification and recertification requirements.
9. To assist the student in understanding the role of the Division of Extension and Continuing Education.
10. To provide students with information pertaining to Interdisciplinary Studies degree program.
11. To prepare the students for graduate and professional school.

CREDIT FOR LIFE EXPERIENCE OPPORTUNITY - CLEO

Credit for Life Experience Opportunity (CLEO) program offers a student the opportunity to seek college credits by attending a required 3 credit hour portfolio seminar and submitting a portfolio that demonstrates life experience learning acquired through professional work experience. The portfolio must satisfy requirements established by the division. A maximum of 30 additional credits may be granted through evaluation of the portfolio by members of the Florida Memorial College Faculty.

CONTINUING EDUCATION UNITS

The College offers working professionals the opportunity to earn Continuing Education Units (CEU's) upon successful completion of workshops, conferences, seminars and the like. CEU's may be obtained through course offerings structured to serve the specific learning needs of a client group.

BACHELOR OF ARTS IN INTERDISCIPLINARY STUDIES

The Bachelor of Arts in Interdisciplinary Studies is designed for working adults whose educational goals can be achieved by combining courses from various divisions at the College. To be accepted into the Interdisciplinary Studies program students must:

- Be working adults
- Apply to the Chairperson, Division of Extension and Continuing Education
 - a. Submit a written statement of goals for the interdisciplinary studies program and
 - b. Outline course work that will be completed in each division

The application will be reviewed by an Interdisciplinary Program Committee, which will make a recommendation upon approval to the division chair. The Interdisciplinary Studies program requirements will be approved by an Interdisciplinary Program Committee. A minimum of 45 credits in courses numbered 300 or above shall come from the Social Sciences, humanities and business disciplines. The credit distribution in the core courses are as follows: SOCIAL SCIENCES - 18 credits; HUMANITIES - 18 credits; and BUSINESS - 9 credits.

GRADUATION REQUIREMENTS

This degree program requires a minimum of 125 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
MAT 101	College Mathematics I	3
FMC 101	Education and Life Seminar	3
— — —	Natural Science Req	3
REL 101	Introduction to Religion	3
ENG 102	English Communications II	3
MAT 102	College Mathematics II	3
REA 101	Critical Thinking and Reading	3
— — —	Natural Science Requirement	3
CSC 101	Introduction to Computers	3
		<u>30</u>

Sophomore Year

ENG 103	Speech	3
PED 110	Dimensions of Wellness	2
— — —	Humanities Requirement	3
— — —	Soc Science Req	3
— — —	Foreign Language Requirement	3
HIS 103	African American History I	3
— — —	Social Science Requirement	3
— — —	Humanities Requirement	3
— — —	Foreign Language Requirement	3
— — —	History/Government Requirement	3
		<u>29</u>

Junior Year

SOC 303	Social Problems	3
PAD 306	Administrative Behavior	3
ENG 314	Business & Professional Speaking	3
ENG 309	Advanced Grammar & Composition	3
BUS 211	Principles of Management	3
BUS 350	Human Resource Management	3
SOC 306	Urban Social Movement	3
SOC 307	Community Organization	3
POL 337	Public Policy Analysis	3
COM 311	Voice & Diction	3
COM 325	Promotional Writing I	3
— — —	Approved Elective	3
		<u>36</u>

Senior Year

PSY 402	Clinical Interview and Behavioral Assessment	3
COM 326	Promotional Writing II	3
COM 331	Fund Raising & Development	3
— — —	Approved Elective	3
— — —	Approved Elective	3
— — —	Approved Elective	3
— — —	Approved Elective	3
— — —	Approved Elective	3
— — —	Approved Elective	3
— — —	Senior Project*	3
		<u>30</u>

- Senior Project (BUS 398, SSC 423, COM 495, ENG 495, or REL 495)

Approved Electives (select from 1 of the following tracks)

Track A**Concentration in Business**

BUS 311 Business Law I
BUS 312 Business Law II
BUS 345 Business Comm & Tech Writing
BUS 353 Principles of Insurance
BUS 350 Human Resource Management
BUS 355 Principles of Real Estate
BUS 400 Entrepreneurship
BUS 404 International Business
BUS 480 Managerial Psychology
MAR 301 Marketing

Track B**Concentration in the Social Sciences**

SOC 305 Group Dynamics
SOC 308 Urban Sociology
PAD 301 Concepts & Issues of Pub Admin
PSY 406 Social Psychology
SOC 403 Marriage and Family
CRJ 407 Constitutional Law I
CRJ 408 Constitutional Law II
GEO 304 Population Studies
POL 338 Admin of Social Sciences

Track C**Concentration in the Humanities**

ENG 301 Adv Composition or
SPA 308 Adv Spanish Composition
ENG 309 Adv Grammar & Comp or
SPA 311 Adv Spanish Grammar
____ Spanish Literature
or
____ English Literature
____ Spanish Literature
or
____ English Literature
SPA 312 Peninsula Culture & Civilization
SPA 313 Hispanic American Culture & Civilization

SPA 309 Business Spanish
or
FRE 309 Business French
SPA 319 Adv Spanish Reading & Conversation
REL 303 Greek I
REL 313 Life & Letters of Paul
REL 322 Christian History
REL 353 Church Leadership
REL 401 Christian Education
REL 432 Christian Ethics
REL 434 Life of Christ
REL 435 Pastoral Counseling

DIVISION OF HUMANITIES

Communications
**Music (Concentration in Church,
Jazz and Popular)**

English
Religion and Philosophy

The Division of Humanities offers majors in four programs: Communications (Public Relations), English, Music (Church, Jazz and Popular), and Religion and Philosophy. Music degree students participate in performing ensembles—Steel Pan, Chamber Pop, Concert Band, Concert Choral, College Choir, Gospel Choir, Jazz Band—which serve as laboratories for the development of music skills, knowledge and exposure to method and technique. Degree programs prepare students for further study at the graduate or professional school level as well as for entry into professional careers in their chosen fields of endeavor. The several disciplines of the humanities are unified by the fact of their being varied and symbolic ways of communicating—sharing—human experience and, therefore, human knowledge. The humanities are the mirror and repository of culture. Like cultural institutions they serve human needs. The Division of Humanities prepares students to compete successfully in the global cultural and economic community.

OBJECTIVES OF THE DIVISION

1. To provide formal instruction to students who want to pursue careers in humanities professions
2. To develop awareness and understanding of the role of professionals in a complex and changing society
3. To develop ideals and attitudes in students leading to professional actions that are ethically sound and socially desirable
4. To prepare students for admission to graduate or professional schools and theological seminaries
5. To develop in students a desire to maintain high standards of performance in spoken and written communication and in computational skills
6. To help students develop skill in the practice of their professions

GRADUATION REQUIREMENTS

1. Successful completion of graduation requirements for undergraduates as identified under Academic Affairs of this catalog.

- 2. Successful completion of the Communications, English, Music or Religion and Philosophy required courses with a grade of C or better and an overall GPA of 2.0
- 3. Appropriate materials for graduation filed with the Registrar.

**BACHELOR OF SCIENCE IN
COMMUNICATIONS**

The Bachelor of Science degree in Communications (Public Relations) prepares students for various career activities dealing with the creation of public relations materials and managing and directing public relations organizations. The Communications program at Florida Memorial College provides students opportunities to develop communication and critical thinking skills and to exploit these skills in the global marketplace. Communications majors should become active members of "Toastmasters" and should develop speaking proficiency in Spanish if residing permanently in Miami-Dade County.

GRADUATION REQUIREMENTS

This degree program requires at least 125 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
MAT 101	College Mathematics I	3
CSC 101	Introduction to Computers	3
REL 101	Introduction to Religion	3
ENG 103	Speech	3
FMC 101	Education & Life Seminar	3
ENG 102	English Communications II	3
MAT 102	College Mathematics II	3
REA 101	Critical Thinking and Reading	3
HIS 103	African American History I	3
SOC 200	Introduction to Sociology	3
PED 110	Dimensions of Wellness	2
		35

Sophomore Year

COM 200	Newswriting & Editing	3
_____	Natural Science Requirement	3
REL 201	Introduction to Philosophy	3
COM 301	Survey Mass Communications	3
_____	Foreign Language Requirement	3
COM 201	Writing Electronic Media	3
_____	Natural Science Requirement	3
PSY 200	Introduction to Psychology	3
_____	Humanities Requirement	3
_____	Foreign Language Requirement	3
		30

Junior Year

COM 300	Principles Public Relations	3
BUS 211	Principles Management	3
HIS 200	History U.S.A.	3
COM 316	Hist U.S. Mass Media	3
_____	Humanities Elective	3
COM 302	Fund Raising Radio/TV Production	3
COM 317	Publication Design	3
COM 319	International Mass Communications	3
COM 323	Organizational Communications	3
_____	REL Elective	3
		30

Senior Year

COM 330	Public Opinion & Propaganda	3
COM 421	Public Relation Writing	3
COM 441	Case Study in Public Relation	3
_____	Major/Minor Elective	3
COM 494	Pub Relation Internship	3
COM 331	Pub Relation Campaigns	3
COM 442	Law & Ethics of Media	3
_____	POL Elective	3
_____	Major/Minor Elective	3
COM 495	Senior Project	3
		30

RECOMMENDED ELECTIVES**Group I**

ENG 308	African American Literature
COM 430	Special Topics Mass Media
MAR 460	Advertising
POL 436	Political Theory

Group II (Global Requirements)

HIS 335	Africa in the Modern World
HIS 350	History of the Caribbean
HIS 400	History of Non-Western World
HIS 410	History of FL & Soouth

Group III

PAD 304	Public Personnel Administration
MAR 301	Principles of Marketing
POL 430	Research in Pol Sci
ART 221	Graphic Design

Group IV

BUS 320	Business Statistics I
BUS 345	Bus Comm & Tech Writing
BUS 350	Human Resource Management
ECO 200	Intro to Economics

Note: It is recommended that public relations majors take 15 upper division semester hours in an area outside the Division of Humanities complementing the major, e.g., courses in business, computer science, social science, etc. In addition, majors must complete a 300-hour internship in public relations earning 3 credit hours. Students must earn at least a 3.0 G.P.A. in course work in public relations to become eligible for internship.

**BACHELOR OF ARTS IN
ENGLISH**

The Bachelor of Arts degree in English prepares students for a broad spectrum of positions within the varied fields of communications. The English program at Florida Memorial College provides all students with opportunities to enhance their communication and critical thinking skills. The English major provides a foundation in humanist knowledge for students entering fields such as business, communications, education and law. Divisional offerings prepare students for graduate study in English language and literature. The Division offers three minors for the English major--Communications, French and Spanish--in order to ensure a better understanding of the fundamentals in the communication process. Students interested in teaching English need to pursue certification by taking a minor in Education.

GRADUATION REQUIREMENTS

This degree program requires at least 125 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
MAT 101	College Math I	3
CSC 101	Introduction to Computers	3
REL 101	Introduction to Religion	3
ENG 103	Speech	3
FMC 101	Education & Life Seminar	3
ENG 102	English Communications II	3
MAT 102	College Mathematics II	3
REA 101	Critical Thinking and Reading	3
HIS 103	African American History I	3
ENG 302	Business & Professional Speaking	3
PED 110	Dimensions of Wellness	2
		35

Sophomore Year

HIS 101	World Civilization I	3
ENG 201	World Literature I	3
___	Natural Science Requirement	3
REL 201	Intro to Philosophy	3
___	Foreign Lang Requirement	3
HIS 102	World Civilization II	3
ENG 202	World Literature II	3
___	Natural Science Requirement	3
PSY 200	Introduction to Psychology	3
___	Foreign Language Requirement	3
		30

Junior Year

ENG 301	Advanced Composition	3
ENG ___	Major Req	3

ENG ____	Major Req	3
____ 301	Intermediate Language	3
____ ____	Humanities Requirement	3
HIS 200	History of the USA	3
ENG ____	Major Requirement	3
ENG ____	Major Requirement	3
____ 302	Intermediate Language	3
ENG 308	African-American Literature	3
		30

Senior Year

ENG 309	Advanced Grammar & Composition	3
ENG ____	Major Requirement	3
____ ____	Major/Minor Elective	3
____ ____	Major/Minor Elective	3
____ ____	Major/Minor Elective	3
ENG 403	Shakespeare	3
____ ____	Major/Minor Elective	3
____ ____	Major/Minor Elective	3
____ ____	Major/Minor Elective	3
ENG 495	Senior Project	3
		30

RECOMMENDED REQUIREMENTS/ELECTIVES**Group I** (*choose 6 credits*)

ENG 315	British Literature I
ENG 316	British Literature II
ENG 305	American Literature I
ENG 306	American Literature II

Group II (*choose 6 credits*)

ENG 342	Contemporary Fiction
ENG 344	Contemporary Poetry
ENG 346	Contemporary Drama
ENG 400	The Novel
ENG 407	Myth & Literature

Group III (*choose 3 credits*)

ENG 401	Renaissance Literature
ENG 402	Romantic Literature
ENG 404	Victorian Literature

Group IV (*choose 3 credits*)

ENG 455	American Literature 1800-1865
ENG 456	American Literature 1870-1915
ENG 457	American Literature 1915-1945

Major/Minor Electives

ENG 310	Study Abroad
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ENG 410	Study Abroad
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ENG 441	Women Writers
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ENG 443	Special Topics
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ENG 465	Internship
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Group V

ENG 383	Literary Criticism (graduate school preparation)
ENG 405	Creative Writing (English Education majors)

**BACHELOR OF ARTS IN
MUSIC**

The Bachelor of Arts degree in Music (Church, Jazz, Popular) is designed to place qualified individuals in the profession of music as performers or directors. Music degree students in the division must participate in one of the performing ensembles (Chamber Ensemble, Concert Band, Concert Chorale, Gospel Choir, College Choir, Jazz Band, Steel Pan) each semester of their enrollment. These ensembles serve as laboratories for the development of musical skills, knowledge and exposure to method and technique. This requirement helps students become practiced in actual performance with the best literature in their ensemble medium. Students interested in teaching Music need to pursue certification by taking a minor in Education.

**BACHELOR OF ARTS IN
MUSIC
CONCENTRATION IN CHURCH MUSIC**

GRADUATION REQUIREMENTS

This degree program requires at least 137 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
MAT 101	College Mathematics I	3
FMC 101	Education & Life Seminar	3
MUS 101	Structures of Music I	3
MUS 103	Class Piano I	1
MUS 1__	Applied _____	1
MUS 1__	_____Ensemble	1
_____	Natural Science Requirement	3
ENG 102	English Communications II	3
MAT 102	College Mathematics II	3
REA 101	Critical Thinking and Reading	3
MUS 102	Structures of Music II	3
MUS 104	Class Piano II	1
MUS 1__	Applied _____	1
MUS 1__	_____Ensemble	1
CSC 101	Introduction to Computers	3
		36

Sophomore Year

ENG 103	Speech	3
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REL 101	Introduction to Religion	3
MUS 201	Structures of Music III	3
MUS 204	Class Piano III	1
MUS 2__	Applied _____	1
MUS 2__	_____Ensemble	1
MUS ____	Major Requirement	2
PED 110	Dimensions of Wellness	2
HIS 103	African American History I	3
ENG 308	African American Literature	3
MUS 203	Structures of Music IV	3
MUS 205	Class Piano IV	1
MUS 2__	Applied _____	1
MUS 2__	_____Ensemble	1
MUS ____	Major Requirement	2
MUS ____	Major Requirement	1
PSY 200	Introduction to Psychology	3
		34

Junior Year

MUS 309	Introduction to African American Church Music	3
MUS 209	History of Music I	3
MUS 3__	Applied _____	2
MUS 3__	_____Ensemble	1
MUS ____	Major Requirement	3
____	Major/Minor Elective	3
MUS 306	Anthems & Spirituals	3
MUS 210	History of Music II	3
MUS 3__	Applied _____	2
MUS 3__	_____Ensemble	1
MUS ____	Major Requirement	3
____	Major/Minor Elective	3
MUS 307	Spiritual & Lined Hymns	3
		33

Senior Year

____	Social Science Elective	3
MUS 3__	Applied _____	2
MUS 431	Applied Voice VII	2
MUS 4__	_____Ensemble	1
____	Major/Minor Elective	3
MUS 395	Liturgical Dance	3
____	Major/Minor Elective	3
____	Foreign Language	3
MUS 4__	Applied _____	2
MUS 4__	_____Ensemble	1
MUS 432	Applied Voice VIII	2
____	Natural Science Requirement	3
____	Major/Minor Elective	3
____	Major/Minor Elective	3
MUS 306	Anthems and Spirituals	3
MUS 487	Applied Music Recital	1
____	Foreign Language	3
		41

**BACHELOR OF ARTS IN
MUSIC
CONCENTRATION IN JAZZ MUSIC**

GRADUATION REQUIREMENTS

This degree program requires at least 137 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
MAT 101	College Mathematics I	3
FMC 101	Education & Life Seminar	3
MUS 101	Structures of Music I	3
MUS 103	Class Piano I	1
MUS 1__	Applied _____	1
MUS 1__	_____Ensemble	1
_____	Natural Science Requirement	3
ENG 102	English Communications II	3
MAT 102	College Mathematics II	3
REA 101	Critical Thinking and Reading	3
MUS 102	Structures of Music II	3
MUS 104	Class Piano II	1
MUS 1__	Applied _____	1
MUS 1__	_____Ensemble	1
CSC 101	Introduction to Computers	3
		36

Sophomore Year

ENG 103	Speech	3
REL 101	Introduction to Religion	3
MUS 201	Structures of Music III	3
MUS 204	Class Piano III	1
MUS 2__	Applied _____	1
MUS 2__	_____Ensemble	1
MUS _____	Major Requirement	2
PED 110	Dimensions of Wellness	2
HIS 103	African American History I	3
ENG 308	African American Literature	3
MUS 203	Structures of Music IV	3
MUS 205	Class Piano IV	1
MUS 2__	Applied _____	1
MUS 2__	_____Ensemble	1
MUS _____	Major Requirement	2
_____	Major/Minor Elective	1
PSY 200	Introduction to Psychology	3
		34

Junior Year

MUS 373	History of Jazz	3
MUS 209	History of Music I	3
MUS 3__	Applied _____	2
MUS 3__	_____Ensemble	1

_____	Major/Minor Elective	3
MUS 363	Instrumental Methods	3
MUS 311	Big Band Arranging	3
MUS 394	Jazz Improvization & Arrangement	3
MUS 210	History of Music II	3
MUS 3__	Applied _____	2
MUS 3__	_____ Ensemble	1
_____	Major/Minor Elective	3
MUS 367	Foreign Language Diction & Interpretation	3
MUS 312	Conducting	3
		36

Senior Year

_____	Social Science Requirement	3
MUS 3__	Applied _____	2
MUS 4__	_____ Ensemble	1
_____	Major/Minor Elective	3
_____	Major/Minor Elective	3
_____	Major/Minor Elective	3
_____	Foreign Language	3
MUS 4__	Applied _____	2
MUS 4__	_____ Ensemble	1
_____	Natural Science Requirement	3
_____	Major/Minor Elective	3
_____	Major/Minor Elective	3
MUS 487	Applied Music Recital	1
_____	Foreign Language	3
		34

BACHELOR OF ARTS IN MUSIC

CONCENTRATION IN POPULAR MUSIC

GRADUATION REQUIREMENTS

This degree program requires at least 137 semester hours for completion.

Sample Program of Study**Freshman Year**

ENG 101	English Communications I	3
MAT 101	College Mathematics I	3
FMC 101	Education & Life Seminar	3
MUS 101	Structures of Music I	3
MUS 103	Class Piano I	1
MUS 1__	Applied _____	1
MUS 1__	_____ Ensemble	1
_____	Natural Science Requirement	3

ENG 102	English Communications II	3
MAT 102	College Mathematics II	3
REA 101	Critical Thinking and Reading	3
MUS 102	Structures of Music II	3
MUS 104	Class Piano II	1
MUS 1__	Applied _____	1
MUS 1__	_____ Ensemble	1
CSC 101	Introduction to Computers	3
		36

Sophomore Year

ENG 103	Speech	3
REL 101	Introduction to Religion	3
MUS 201	Structures of Music III	3
MUS 204	Class Piano III	1
MUS 2__	Applied _____	1
MUS 2__	_____ Ensemble	1
MUS ____	Major Requirement	2
PED 110	Dimensions of Wellness	2
HIS 103	African American History I	3
ENG 308	African Amer Literature	3
MUS 203	Structures of Music IV	3
MUS 205	Class Piano IV	1
MUS 2__	Applied _____	1
MUS 2__	_____ Ensemble	1
MUS ____	Major Requirement	2
_____	Major/Minor Elective	1
PSY 200	Intro to Psychology	3
		34

Junior Year

MUS 373	History of Popular Music	3
MUS 209	History of Music I	3
MUS 3__	Applied _____	2
MUS 3__	_____ Ensemble	1
_____	Major/Minor Elective	3
_____	Major/Minor Elective	3
_____	Major/Minor Elective	3
MUS 394	Jazz Improvization & Arrangement	3
MUS 210	History of Music II	3
MUS 3__	Applied _____	2
MUS 3__	_____ Ensemble	1
_____	Major/Minor Elective	3
_____	Major/Minor Elective	3
_____	Major/Minor Elective	2
		35

Senior Year

_____	Social Science Requirement	3
MUS 3__	Applied _____	2
MUS 4__	_____ Ensemble	1
_____	Major/Minor Elective	3
_____	Major/Minor Elective	3
_____	Major/Minor Elective	3
_____	Foreign Language	3
MUS 4__	Applied _____	2
MUS 4__	_____ Ensemble	1
_____	Natural Science Requirement	3
_____	Major/Minor Elective	3
_____	Major/Minor Elective	3
MUS 487	Applied Music Recital	1

____ Foreign Language

____ 3

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RECOMMENDED REQUIREMENTS/ELECTIVES (*CHURCH, JAZZ & POPULAR*)

Group I

MUS 238	Vocal Techniques
MUS 310	Gospel Music Comp
MUS 312	Conducting
MUS 337	Acoust Elect Prod I
MUS 340	Acoust Elect Prod II
MUS 351	Structures of Music V
MUS 363	Instrumental Methods
MUS 395	Liturgical Dance
MUS 494	Music Internship

Group II

MUS 291	Music Criticism
MUS 311	Big Band Arranging
MUS 367	Foreign Lang. Diction & Interpretation
MUS 491	Business of Music
MUS 492	Emotion & Music
MUS 498	MAR Project

BACHELOR OF ARTS IN RELIGION AND PHILOSOPHY

The Bachelor of Arts degree in Religion and Philosophy prepares students for a broad spectrum of leadership positions within the varied fields of the ministry. This specialized program is carefully designed to train the student minister in the areas of counseling, church administration, and evangelism. Students are also given the basic tools necessary for further study at graduate or professional schools, or at theological seminaries.

GRADUATION REQUIREMENTS

This degree program requires at least 125 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
MAT 101	College Mathematics I	3
CSC 101	Introduction to Computers	3
FMC 101	Education & Life Seminar	3
REL 101	Introduction to Religion	3
PED 110	Dimensions of Wellness	2
ENG 102	English Communications II	3
MAT 102	College Mathematics II	3

REA 101	Critical Thinking and Reading	3
HIS 103	African American History I	3
ENG 103	Speech	3
		32

Sophomore Year

HIS 101	World Civilization I	3
— — —	Natural Science Requirement	3
— — —	For Lang Req	3
REL 201	Introduction to Philosophy	3
REL 203	Literature of Old Testament	3
HIS 102	World Civilization II	3
— — —	Natural Science Requirement	3
— — —	Foreign Language Requirement	3
PSY 200	Introduction to Psychology	3
REL 202	Philosophy of Religion	3
		30

Junior Year

REL 204	Hist of Hebrew People	3
REL 310	The Psalms	3
REL 313	Life & Letters of Paul	3
REL 402	8 th & 7 th Cent Prophets	3
REL 431	Bible Ethics	3
REL 322	Christian History	3
REL 324	Intertestamental Period	3
REL 401	Christian Education	3
REL 432	Christian Ethics	3
REL 434	Life of Christ	3
		30

Senior Year

REL 302	Survey New Testament	3
REL 323	History of the Baptist	3
— — —	Humanities Requirement	3
REL 405	Internship I	3
REL 410	Homiletics	3
MUS 308	Introduction to African-American Church Musi c	3
REL 351	Pastoral Ministry	3
REL 353	Church Leadership	3
REL — —	Major Elective	3
REL 406	Internship II	3
REL 495	Senior Project	3
		33

Major Electives

- REL 303 Greek I or REL 403 Hebrew I (In addition to general language requirement)
 REL 308 Greek II or REL 404 Hebrew II
 REL 420 Internship in Religious Education
 REL 435 African-American Religion
 REL 450 Sociology of Religion
 REL 463 Seminar in African American Theology
 Evangelism
 Pastoral Counseling

Recommended Humanities Requirement

DRA 200 Drama

ENG 202 World Literature II

MINOR VISUAL ARTS

A Visual Arts minor provides for the study of Art. The minor is planned by students and their academic advisor to include a minimum of 18 credit hours of art courses.

CORE REQUIREMENTS*A. 6 credit hours of art history*

ART 101	Art History	3
ART 104	Modern Art	3

B. 15 credit hours of studio art

ART 121	Beginning Design	3
ART 131	Drawing I	3
ART 231	Painting I	3
ART 241	Printmaking I	3
ART 341	Sculpture	3

SUPPLEMENTAL COURSE OFFERINGS*A. 18 credit hours of supplemental art courses*

ART 103	African American Art	3
ART 221	Graphic Design I	3
ART 321	Commercial Art	3
ART 331	Mural Painting	3
ART 421	Illustration	3

HUMANITIES REQUIREMENT

ART 200	Visual Arts Appreciation	3
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MINOR IN FOREIGN LANGUAGE

A Foreign Language Minor provides for the study of French or Spanish with emphasis on the history and literature of the culture. The minor is planned by students and their academic advisor to include a minimum of 18 semester credit hours of 300- and 400-level courses.

The FMC Language Requirement
Non-Native French or Spanish Speakers

Students must successfully complete a minimum of six (6) credit hours in sequence in the same foreign language. English majors are required to complete a minimum of twelve (12) credit hours in sequence in the same foreign language. The 201 and 202 courses in French and Spanish may NOT be taken through Credit by Examination. These courses may NOT be taken simultaneously. The level of the first course a non-native speaker may take is determined by the last course completed in high school. For most students, one year in high school will normally be considered equal to one semester in college, as indicated in the table below.

If this was the last year completed in high school...	then take these courses in order shown.
Only junior high or no French or Spanish course	FRE 201 and 202 or SPA 201 and 202
French I or Spanish I	FRE 202 and 301 or SPA 202 and 301
French II or Spanish II	FRE 301 and 302 or SPA 301 and 302
French III or Spanish III	FRE 307 and 308 or SPA 307 and 308
French IV or Spanish IV	FRE 307 and 300 literature or SPA 307 and 300 literature

NATIVE FRENCH OR SPANISH SPEAKERS

Native French or Spanish speakers are also required to complete six (6) credit hours in sequence in a foreign language. If students wish to satisfy this requirement in a language they already speak, they may do so by taking courses in sequence as described in the table below. Enrollment in FRE 312 or 324 or SPA 312 or 324 is limited to students having completed only two years or less of formal language instruction in their mother tongue at the high school level. These courses are NOT open to students having completed over two years of secondary studies in their country of origin.

If this describes your level in French or Spanish ...

then enroll in courses in the order shown.

Little or no formal course work

FRE 312 and 324 or SPA 312 and 324

Ability to read and write in the language

FRE 307 and 308 or SPA 307 and 308

Thorough knowledge of grammar

Two 300 civilization or literature courses

STUDY ABROAD

The foreign language faculty strongly believes that students' experience of other languages and cultures in various international communities provides them with a more solid foundation for benefiting significantly from global and economic opportunities. The foreign language program offers interested students the opportunity to satisfy foreign language requirements through study abroad educational experiences. Students are encouraged to take advantage of several study abroad programs available through the office of the FMC Study Abroad Director.

DIVISION OF NATURAL SCIENCES AND MATHEMATICS

**Biology
Dual-Engineering
Medical Technology**

**Chemistry
Mathematics**

The Division of Natural Sciences and Mathematics offers majors in Biology, Chemistry, Mathematics, and Medical Technology, and participates in a Dual-Degree Program in Engineering.

DIVISIONAL GOALS

The programs of the Division of Natural Sciences and Mathematics are designed to provide opportunities for students:

1. to major in biology, chemistry, mathematics, medical technology, or to participate in a Dual-Degree Program in engineering;
2. to gain a basic knowledge of their chosen area;
3. to receive meaningful and significant scientific experiences as part of the general education core curriculum; and
4. to obtain sound preparation for professional and graduate study.

DEGREE REQUIREMENTS

In order to be certified for graduation in the Division of Natural Sciences and Mathematics, students must:

1. complete a minimum of 122 credit hours, including all general education requirements, with a minimum cumulative G.P.A. of 2.0,
2. earn a grade of C or better in all major courses; and
3. take the divisional exit examination.

Credits in MAT 101, 102, BIO 101, or PSC 101 can not be applied towards graduation credit in any major offered by the Division.

BACHELOR OF SCIENCE IN BIOLOGY

The Division of Natural Sciences and Mathematics offers a program leading to the Bachelor of Science degree in biology. Students must complete a minimum of 36 credit hours of biology. A grade of "C" or better must be earned in each biology course with an overall cumulative grade point average of 2.5 or above. This degree program requires a minimum of 124 semester hours for completion.

GRADUATION REQUIREMENTS

This degree program requires at least 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
BIO 130	Principles of Biology	3
BIO 131	Principles of Biology Lab	1
MAT 111	College Algebra	3
REA 101	Critical Thinking and Reading	3
FMC 101	Education & Life Seminar	3
ENG 102	English Communications II	3
BIO 204	General Zoology	3
BIO 205	General Zoology Lab	1
MAT 112	Pre-Calculus	3
REL 101	Introduction to Religion	3
HIS 103	African American History I	3
		32

Sophomore Year

ENG 103	Speech	3
MAT 113	College Trigonometry	3
BIO 206	General Botany	3
BIO 207	General Botany Lab	1
CHE 110	General Chemistry I	4
CHE 111	General Chemistry I Lab	1
PED 110	Dimensions of Wellness	2
CSC ____	Computer Science Elective	3
PSY 200	Introduction to Psychology	3
BIO 310	Genetics	3
BIO 311	Genetics Lab	1
CHE 112	General Chemistry II	4
CHE 213	General Chemistry II Lab	1
		32

Junior Year

BIO 300	Vertebrate Physiology	3
BIO 301	Vertebrate Physiology Lab	1
CHE 210	Organic Chemistry I	3
CHE 211	Organic Chemistry I Lab	1

— — —	Foreign Language	3
MAT 205	Probability & Statistics	3
BIO 320	Ecology	3
BIO 321	Ecology Lab	1
CHE 212	Organic Chemistry II	3
CHE 213	Organic Chemistry II Lab	3
— — —	Foreign Language II	3
— — —	Humanities Requirement	3
— — —	Social Science Requirement	3
		33

Senior Year

BIO 410	Microbiology	3
BIO 411	Microbiology Lab	1
PHY 200	College Physics I	3
PHY 201	College Physics I Lab	1
— — —	History/Government Requirement	3
NSC 450	Divisional Seminar I	1
— — —	Elective	3
BIO 420	Cell Biology	3
BIO 421	Cell Biology Lab	1
PHY 202	Coll Physics II	3
PHY 203	Coll Physics II Lab	1
NSC 451	Divisional Seminar II	1
— — —	Elective	3
		27

Approved Electives

BIO 200	Human Anatomy and Physiology	3
BIO 210	Human Anatomy and Physiology Lab	1
BIO 220	Comparative Anatomy	3
BIO 221	Comparative Anatomy Lab	1
BIO 302	Plant Physiology	3
BIO 303	Plant Physiology Lab	1
BIO 304	Embryology	3
BIO 305	Embryology Lab	1
BIO 400	Evolution	3
BIO 430	Immunology	3
BIO 431	Immunology Lab	1
BIO 440	Research I	3
BIO 441	Research II	3
CHE 214	Quantitative Analysis	3
CHE 215	Quantitative Analysis Lab	1
CHE 430	Biochemistry	3
CHE 431	Biochemistry Lab	1
MAT 200	Applied Calculus	3
MAT 201	Calculus I	3
MAT 202	Calculus II	3

In addition, students must complete all of the general education requirements and the required credits in chemistry, mathematics and physics, as outlined below. Students intending to go to graduate or medical school should consult with their advisor for further information on necessary courses.

Students intending to teach biology in the secondary schools must also meet certification requirements and must consult with the Division of Education and Humanities.

BACHELOR OF SCIENCE IN CHEMISTRY

The Division of Natural Sciences and Mathematics offers programs leading to the Bachelor of Science in chemistry and the Bachelor of Arts in chemistry. The Bachelor of Science program is designed for students planning graduate study in chemistry and related fields of science or careers as professional chemists. The Bachelor of Arts degree program provides the flexibility that satisfies the objectives of students in pre-medicine, pre-pharmacy, pre-optometry, pre-dentistry, other allied health fields and high school teachers.

GRADUATION REQUIREMENTS

This degree program requires at least 120 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
BIO 130	Principles of Biology	3
BIO 131	Principles of Biology Lab	1
MAT 111	College Algebra	3
REA 101	Critical Thinking and Reading	3
FMC 101	Education & Life Seminar	3
ENG 102	English Communications II	3
BIO 204	General Zoology	3
BIO 205	General Zoology Lab	1
MAT 112	Pre-Calculus	3
REL 101	Introduction to Religion	3
HIS 103	African American History I	3
		32

Sophomore Year

ENG 103	Speech	3
MAT 113	College Trigonometry	3
BIO 206	General Botany	3
BIO 207	General Botany Lab	1
CHE 110	General Chemistry I	3
CHE 111	General Chemistry I Lab	1
PED 110	Dimensions of Wellness	2
CSC ____	Computer Science Elective	3
PSY 200	Introduction to Psychology	3
BIO 310	Genetics	3
BIO 311	Genetics Lab	1
CHE 112	General Chemistry II	3
CHE 213	General Chemistry II Lab	1
		30

Junior Year

BIO 300	Vertebrate Physiology	3
BIO 301	Vertebrate Physiology Lab	1
CHE 210	Organic Chemistry I	3
CHE 211	Organic Chemistry I Lab	1
____	Foreign Language	3
MAT 205	Probability & Statistics	3
BIO 320	Ecology	3
BIO 321	Ecology Lab	1
CHE 212	Organic Chemistry II	3
CHE 213	Organic Chemistry II Lab	3
____	Foreign Language II	3
____	Humanities Requirement	3
____	Social Science Requirement	3
		33

Senior Year

BIO 410	Microbiology	3
BIO 411	Microbiology Lab	1
PHY 200	College Physics I	3
PHY 201	College Physics I Lab	1

_____	History/Government Requirement	3
NSC 450	Divisional Seminar I	1
_____	Elective	3
BIO 420	Cell Biology	3
BIO 421	Cell Biology Lab	1
PHY 202	Coll Physics II	3
PHY 203	Coll Physics II Lab	1
NSC 451	Divisional Seminar II	1
_____	Elective	3
		27

Approved Electives for B.S. in Chemistry

CHE 360	Physical Chemistry I
CHE 361	Physical Chemistry I Lab
CHE 362	Physical Chemistry II
CHE363	Physical Chemistry II Lab
CHE410	Instrument Analysis
CHE411	Instrument Analysis Lab
CHE460	Advance Inorganic Chemistry
CHE461	Advance Inorganic Chemistry Lab
CHE480	Undergraduate Research
MAT301	Calculus III
MAT302	Multivariable Calculus
MAT410	Differential Equations

Note: All students must complete two semesters of Physical Chemistry and one semester of Advanced Inorganic Chemistry

BACHELOR OF ARTS IN CHEMISTRY

GRADUATION REQUIREMENTS

This degree program requires at least 122 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
CHE 110	General Chemistry I	4
CHE 111	General Chemistry I Lab	1
MAT 201	Calculus I	3

REA 101	Critical Thinking and Reading	3
FMC 101	Education & Life Seminar	3
ENG 102	English Communications II	3
CHE 112	General Chemistry II	4
CHE 113	General Chemistry II Lab	1
MAT 202	Calculus II	3
BIO 130	Principles of Biology	3
BIO 131	Principles of Biology Lab	1
		32

Sophomore Year

ENG 103	Speech	3
CHE 210	Organic Chemistry I	3
CHE 211	Organic Chemistry I Lab	1
CHE 214	Quantitative Analysis	3
CHE 215	Quantitative Analysis Lab	1
MAT 301	Calculus III	3
PED 110	Dimensions of Wellness	2
CSC ____	Computer Science Elective	3
CHE 212	Organic Chemistry II	3
CHE 213	Organic Chemistry II Lab	1
CHE 224	Environmental Chemistry	3
CHE 225	Environmental Chemistry Lab	1
MAT 205	Multi-Variable Calculus	3
REL 101	Introduction to Religion	3
		33

Junior Year

SSC ____	Social Sciences Requirement	3
____	Foreign Language Requirement	3
CHE 340	Survey Physiological Chemistry	3
CHE 341	Survey Physiological Chemistry Lab	1
PHY 200	Coll Physics I	3
PHYS 201	Coll Physics I Lab	1
____	Elective	3
MAT 205	Probability and Statistics	3
____	Foreign Language Requirement	3
BIO 200	Human Anatomy and Physiology	3
BIO 201	Human Anatomy and Physiology Lab	1
PHY 202	Coll Physics II	3
PHY 203	Coll Physics II Lab	1
		31

Senior Year

____	Major Science Elective	3
____	Major Science Elective Lab	1
NSC 450	Divisional Seminar I	1
HIS ____	African American History Requirement	3
CHE 430	Biochemistry	3
CHE 431	Biochemistry Lab	1
____	Social Sciences Requirement	3
CHE 420	Immunochemistry	3
CHE 421	Immunochemistry Lab	1
NSC 451	Divisional Seminar II	1
HIS ____	History/Government Requirement	3
____	Humanities Requirement	3
CHE 440	Undergraduate Research	3
		29

BACHELOR OF SCIENCE IN MATHEMATICS

The Division of Natural Sciences and Mathematics offers an undergraduate program leading to the Bachelor of Science degree in Mathematics. This program is designed to prepare students for advanced study or careers as mathematicians, actuaries, mathematical economists, operations researchers, or teachers of mathematics. A minimum of 45 credit hours in mathematics above the 100-level is required. A grade of C or better must be earned in each mathematics course with an overall cumulative grade point average of 2.5 or above.

GRADUATION REQUIREMENTS

This degree program requires at least 123 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
MAT 111	College Algebra	3
REA 101	Critical Thinking and Reading	3
PED 110	Dimensions of Wellness	2
FMC 101	Education & Life Seminar	3
ENG 102	English Communications II	3
MAT 112	Pre-Calculus	3
MAT 113	College Trigonometry	3
REL 101	Introduction to Religion	3
— —	History/Government Requirement	3
		29

Sophomore Year

MAT 201	Calculus I	3
MAT 205	Statistics	3
CSC 275	PASCAL Prog	3
— —	Humanities Requirement	3
ENG 103	Speech	3
MAT 202	Calculus II	3
MAT 210	Discrete Mathematics I	3
CSC 405	Programming Language	3
PSY 200	Introduction to Psychology	3
HIST —	African American History Requirement	3
		30

Junior Year

MAT 301	Calculus III	3
MAT 350	Linear Algebra I	3
— —	Natural Science Requirement	3
— —	Natural Science Requirement Lab	1
— —	Foreign Language Requirement	3
— —	Humanities Requirement	3
MAT 302	Multi-Variable Calculus	3
MAT 351	Linear Algebra II	3

— — —	Natural Science Requirement	3
— — —	Natural Science Requirement Lab	1
— — —	Foreign Language Requirement	3
— — —	Social Sciences Requirement	3
		32

Senior Year

MAT 309	Intro to Modern Algebra	3
MAT 410	Differential Equations	3
NSC 450	Divisional Seminar I	1
— — —	Elective	3
— — —	Elective	3
— — —	Elective	3
MAT 306	Complex Variables	3
MAT — —	Mathematics Elective	3
NSC 451	Divisional Seminar II	1
— — —	Elective	3
— — —	Elective	3
— — —	Elective	3
		32

Approved Electives

MAT 200	Applied Calculus
MAT 211	Discrete Mathematics II
MAT 303	History of Mathematics
MAT 305	College Geometry
MAT 307	Number Theory
MAT 402	Advanced Calculus
MAT 403	Real Analysis
MAT 404	Topology
MAT 405	Vector Calculus
MAT 411	Numerical Analysis I
MAT 412	Numerical Analysis II
MAT 414	Probability Theory
MAT 420	Directed Reading I
MAT 421	Directed Reading II

In addition, mathematics majors must complete the divisional requirement of one year of natural science courses.

BACHELOR OF SCIENCE IN MEDICAL TECHNOLOGY

The Bachelor of Science degree in Medical Technology is offered in a 3+1 program. Students in this program will be enrolled in a three year course of study at Florida

Memorial College and will spend the fourth year in an internship at an accredited school of medical technology. A degree in medical technology will not be awarded without successful completion of this internship. Students who are not accepted into a school of medical technology at the completion of the three years' course work at Florida Memorial College will be given the option of pursuing a degree in chemistry or biology.

Note: Priority in admission to schools of medical technology is given to students from colleges that have affiliation agreements. Eligibility for admission to schools of medical technology includes, but is not limited to, the following criteria:

Completion of the four years of prescribed courses towards the bachelor's degree in medical technology

1. A cumulative grade point average of not less than 2.5
2. Recommendation by the Medical Technology Advisory Committee of the Division of Natural Sciences and Mathematics at Florida Memorial College

GRADUATION REQUIREMENTS

This degree program requires at least 136 semester hours for completion.

Sample Program of Study

Freshman Year

BIO 130	Principles of Biology	3
BIO 131	Principles of Biology Lab	1
ENG 101	English Communications I	3
FMC 101	Education & Life Seminar	3
MAT 111	College Algebra	3
CHE 110	General Chemistry I	3
CHE 111	General Chemistry I Lab	1
BIO 200	Human Anatomy and Physiology	3
BIO 201	Hum Anatomy and Physiology Lab	1
ENG 102	English Communications II	3
REL 101	Introduction to Religion	3
MAT 112	Pre-Calculus	3
CHE 112	General Chemistry II	3
CHE 113	Gen Chemistry II Lab	1
		34

Sophomore Year

CHE 210	Organic Chemistry I	3
CHE 211	Organic Chemistry I Lab	1
CHE 214	Quantitative Analysis	3
CHE 215	Quantitative Analysis Lab	1
— — —	Social Sciences Requirement	3
— — —	History/Government Requirement	3
— — —	Foreign Language Requirement	3
CHE 212	Organic Chemistry II	3
CHE 213	Organic Chemistry II Lab	1
BIO 330	Parasitology	3

BIO 331	Parasitology Lab	1
HIST ____	African Amer History Requirement	3
CSC ____	Computer Science Requirement	3
____	Foreign Language Requirement	3
		34

Junior Year

BIO 410	Microbiology	3
BIO 411	Microbiology Lab	1
CHE 430	Biochemistry	3
CHE 431	Biochemistry Lab	1
PHY 200	College Physics I	3
PHY 201	College Physics I Lab	1
PSY 200	Introduction to Psychology	3
NSC 450	Divisional Seminar I	1
BIO 430	Immunology	3
BIO 431	Immunology Lab	1
ENG 103	Speech	3
PED 110	Dimensions of Wellness	2
PHY 202	College Physics II	3
PHY 203	College Physics II Lab	1
MAT 205	Probability and Statistics	3
NSC 451	Divisional Seminar II	1
		33

Hospital Internship at an accredited school of medical technology to include:

Senior Year

MDT 400	Intro to Med Tech	3
MDT 410	Clinical Microbiology	5
MDT 420	Immunochem	3
MDT 430	Clin Chem	7
MDT 440	Hematology	6
MDT 450	Special Top in Med Tech	2
MDT 460	Immunology and Serology	3
MDT 470	Clin Microscop/Parasit	4
MDT 480	Management and Ed	1
		34

DUAL DEGREE IN ENGINEERING

Florida Memorial College offers a five-year integrated Dual Degree Engineering program in cooperation with Florida International University. Following this program, the student attends Florida Memorial College for three years and then attends the Engineering School at Florida International University for two years. Thus, it is possible for students enrolled in this program to receive the Bachelor of Science degree in General Science simultaneously with an appropriate engineering degree from FIU. These include Civil and Environmental Engineering, Computer Engineering, Electrical Engineering, Industrial and Systems Engineering, and Mechanical Engineering.

The Dual Engineering degrees will be awarded only upon the successful completion of prescribed work at both institutions. In order to move into upper division study at FIU, a qualified student (1) must have completed all of the general engineering requirements, (2) must have a cumulative G.P.A. of 2.0 or higher and a grade of "C" or better in all Engineering courses, and (3) must be recommended by the program director at Florida Memorial College.

Dual Degree engineering students meeting these qualifications will be admitted as full-time engineering students at Florida International University with full junior standing, or be concurrently enrolled at Florida International University. Students should select their intended field of study in their first year, so that they enroll in appropriate engineering and science preparatory courses.

Students who prefer a degree from Florida Memorial College other than General Science, must satisfy all requirements of that program. Credits earned at Florida International University in Engineering may or may not apply towards the requirements of the second degree; therefore, students must consult with an advisor in that major and the engineering director and receive written approval of the division chair before enrolling at another institution.

Sample Program of Study

First Year

ENG 101	English Communications I	3
FMC 101	Education & Life Seminar	3
CHE 110	General Chemistry I	4
CHE 111	General Chemistry I Lab	1
MAT 201	Calculus I	3
PEG 101	Introduction to Engineering	3
ENG 102	English Communications II	3
REA 101	Critical Thinking and Reading	3
CHE 112	General Chemistry II	4
CHE 113	General Chemistry II Lab	1
MAT 202	Calculus II	3
CSC 275	PASCAL Programming	3
		34

Second Year

PEG 201	Computer-Aid Drafting/Design	3
PHY 250	Physics w/Calculus I	4
PHY 251	Physics w/Calculus I Lab	1
MAT 203	Calculus III	3
PED 110	Dimensions of Wellness	3
— — —	Foreign Language Requirement	3
— — —	Humanities	3
PEG 345	Scientific/Technical Writing	3
PHY 252	Physics w/Calculus II	4
PHY 253	Physics w/Calculus II Lab	1
MAT 205	Statistics	3
MAT 410	Differential Equations	3
— — —	Foreign Language Requirement	3
		37

Third Year

PEG 331	Statics	3
PEG 310	Elect Circuit Theory	3
PEG 334	Thermodynamic	3
— —	African Amer Hist	3
— —	Social Sciences Requirement	3
PEG 332	Dynamics	3
PEG 336	Engineering Mat Sci	3
REL 101	Introduction to Religion	3
— —	History/Government Requirement	3
CSC 473	C++ OOPS Programming	3
		30

Some Students may need a preparatory year of study including the following courses, before taking the required courses listed above.

DSM 098	Essent of Math I	3	MAT 102	College Math II	3
DSM 099	Essent of Math II	3	MAT 111	College Algebra	3
DSR 099	Dev Read	3	MAT 112	Pre-Calculus	3
			MAT 113	College Trig	3

Minor in Biology

A minor in biology consists of a minimum of 20 credit hours in biology beyond the general education biology requirements. A grade of C or better must be earned in each course. The overall cumulative grade point average for the minor must be 2.5 or above. Courses that may be used for the minor must be selected from the list of core and elective biology courses in consultation with the biology advisor.

Minor in Chemistry

A minor in chemistry consists of 16 credits in chemistry courses at the 200 level or above, at least 4 credits must be at the level 300 or above, at the Florida Memorial College exclusive of CHE 480 and CHE 481 and the chemistry GPA must be 2.00 or higher.

Minor in Mathematics

A minor in mathematics consists of a minimum of 18 credit hours in mathematics beyond the 100-level. A grade of C or better must be earned in each course. Courses that may be used for the minor must be selected from the list of core and elective mathematics courses in consultation with the mathematics advisor.

DIVISION OF SOCIAL SCIENCES

**Criminal Justice
Psychology
Political Science/Public Administration**

**International Studies
Sociology**

The Division of Social Sciences is structured to increase student learning in each of the disciplines offered. Students can gain greater insight into different cultures and ideologies from around the world. At the same time, students are encouraged to grasp those ideas and ideals which may enable them to make a difference in the lives of others and at home. This division offers a set of programs which adheres to a common goal of developing within students a broad understanding of human concerns. It is important that students majoring in the Social Sciences learn techniques by which they can investigate the past, analyze the present, and plan for the future. As advances in technology affect the Social Sciences, it is essential that students are prepared to compete, and excel using these advances.

The Division of Social Sciences offers the Bachelor of Science degree in Psychology and the Bachelor of Arts degree in Sociology, Criminal Justice, and Political Science/Public Administration. Minor fields of study are offered in all degree-granting areas with the completion of 18 hours of study. A minor is also offered in History, Social Work and African American Studies.

DIVISIONAL OBJECTIVES:

1. To nurture qualities which will enable students to function with proficiency and compassion within the human family
2. To provide assistance to students in planning courses, setting real goals and utilizing opportunities to make a difference in society
3. To provide opportunities for students to distinguish between personal interests and skills and the needs and current opportunities in society
4. To provide students with opportunities to experience the world of work in their academic field
5. To increase students' interest and awareness of graduate and professional school programs available upon successful completion of their undergraduate studies.

DIVISIONAL REQUIREMENTS FOR GRADUATION:

1. Students must complete a minimum of 124 semester hours for graduation.
2. Students must receive a grade of "C" or better in all major courses.
3. Graduating seniors must maintain a G.P.A. of 2.00 or better to graduate.
4. Graduating seniors must complete an exit examination and senior project prior to graduation.

BACHELOR OF ARTS IN CRIMINAL JUSTICE

The criminal justice curriculum prepares men and women for careers and leadership roles in the prevention and correction of crime and delinquency. Students majoring in criminal justice study criminal justice systems and theories, criminal law, and corrections philosophy. Graduates are prepared for service in parole and probation agencies, correctional institutions, and federal, state, local and private investigative or security agencies, juvenile justice programs and law enforcement agencies. Graduates may choose to further their studies in graduate or law schools.

GRADUATION REQUIREMENTS

This degree program requires at least 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
REA 101	Critical Thinking and Reading	3
MAT 101	College Mathematics I	3
HIS ____	African American History	3
FMC 101	Education & Life Seminar	3
PED 110	Dimensions of Wellness	2
ENG 102	English Communications II	3
____	Natural Science Requirement	3
MAT 102	College Mathematics II	3
____	Social Science Requirement	3
REL 101	Introduction to Religion	3
		32

Sophomore Year

____	Humanities Requirement	3
____	Foreign Language Requirement	3
____	Introduction to Sociology	3
____	Natural Science Requirement	3
PSY 200	Introduction to Psychology	3

ENG 309	Advanced Grammar & Composition	3
_____	Foreign Language II	3
ENG 103	Speech	3
CSC 101	Introduction to Computers	3
CRJ 200	Introduction to Criminal Justice	3
		30

Junior Year

HIS 200	History of the USA	3
CRJ 301	Criminal Law I	3
SSC 302	Introduction to Statistics	3
SSC 300	Research Methods	3
POL 301	US Government	3
SOC 309	Sociology of Deviance	3
CRJ 302	Criminal Law II	3
SSC 406	Advanced Statistics	3
POL 302	State & Local Government	3
CRJ 304	Causes & Prevention of Delinquency	3
CRJ ____	Approved Elective	3
		33

Senior Year

CRJ 407	Constitutional Law I	3
CRJ 403	Police Administration	3
CRJ 303	Probation & Parole	3
SSC 423	Senior Project	3
CRJ ____	Approved Elect	3
CRJ 408	Constitutional Law II	3
CRJ 406	Senior Seminar	3
CRJ 405	Law Enforcement	3
_____	Approved Elect	3
SSC 421	Field Placement I	6
		33

Approved Electives

CRJ 400	Selected Topics in Criminal Justice	3
CRJ 407	Constitutional Law I	
CRJ 408	Constitutional Law II	
CRJ 409	Criminal Evidence and Court Procedure	
SSC 424	Field Experience	

(Social Sciences course offerings, 300 level or higher, not required by this major)

BACHELOR OF ARTS IN CRIMINAL JUSTICE

CONCENTRATION IN PRE-FORENSIC SCIENCE

This major enhances student appreciation of applying science to the criminal investigation process, for the purpose of providing evidence in the solution of criminal cases.

GRADUATION REQUIREMENTS

This degree program requires at least 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
REA 101	Critical Thinking and Reading	3
MAT 101	College Math I	3
HIS ____	African American History I or II	3
FMC 101	Education & Life Seminar	3
PED 110	Dimensions of Wellness	2
ENG 102	English Communications II	3
CSC 101	Introduction to Computers	3
MAT 102	College Mathematics II	3
____	Social Science Requirement	3
REL 101	Introduction to Religion	3
		32

Sophomore Year

____	Humanities Requirement	3
____	Foreign Language Requirement	3
____	Social Science Requirement	3
BIO130	Principles of Biology	3
BIO 131	Principles of Biology Lab	1
PSY 200	Introduction to Psychology	3
ENG 309	Advanced Grammar & Composition	3
____	Foreign Language Requirement	3
ENG 103	Speech	3
CHE111	General Chemistry I	3
CHE 112	General Chemistry II Lab	1
CRJ 200	Introduction to Criminal Justice	3
		32

Junior Year

HIS 200	History of the USA	3
CRJ 301	Criminal Law I	3
SSC 302	Introduction to Statistics	3
SSC 300	Research Methods	3
POL 301	US Government	3
SOC 309	Sociology of Deviance	3
CRJ 302	Criminal Law II	3
SSC 406	Advanced Statistics	3

BIO 410	Microbiology	3
BIO 411	Microbiology Lab	1
CRJ 409	Court Procedure & Criminal Evidence	3
		31

Senior Year

CRJ 407	Constitutional Law I	3
CRJ 403	Police Administration	3
BIO 310	Genetics	3
BIO 311	Genetics Lab	1
CRJ ____	Approved Elective	3
CRJ 408	Constitutional Law II	3
CRJ 406	Senior Seminar	3
SSC 423	Senior Project	3
SSC 421	Field Experience	6
____	Approved Elective	3
____	Approved Elective	3
		34

Approved Electives

BIO 204	General Zoology and
BIO 205	General Zoology Lab
BIO 300	Vertebrate Physiology and
BIO 301	Vertebrate Physiology Lab
CSC 231	Basic Computer Programming
BIO 320	Ecology and
BIO 321	Ecology Lab
BIO 420	Cell Biology and
BIO 421	Cell Biology Lab
CHE 210	Organic Chemistry and
CHE 211	Organic Chemistry Lab
CHE 212	Organic Chemistry II and
CHE 213	Organic Chemistry Lab
CHE 214	Quantitative Analytical Chemistry and
CHE 215	Quantitative Analytical Chemistry Lab
CHE 330	Biochemistry and
CHE 331	Biochemistry Lab
CRJ 303	Probation and Parole
CRJ 304	Causes and Prevention of Delinquency
CRJ 405	Law Enforcement
POL 302	State & Local Government

**BACHELOR OF ARTS IN
CRIMINAL JUSTICE
CONCENTRATION IN PRE-LAW**

The courses in these areas will provide each student with both the needed skills and foundation that will lead to either the successful pursuit of employment opportunities or additional graduate or professional school studies.

GRADUATION REQUIREMENTS

This degree program requires at least 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	Eng Communications I	3
REA 101	Critical Thinking and Reading	3
MAT 101	College Math I	3
HIS__	African American History	3
FMC 101	Education & Life Seminar	3
PED 110	Dimensions of Wellness	2
ENG 102	English Communications II	3
__ __	Natural Science Requirement	3
MAT 102	College Mathematics II	3
__ __	Social Science Requirement	3
REL 101	Introduction to Religion	3
		3

Sophomore Year

ENG 309	Advanced Grammar & Composition	3
__ __	Foreign Language Requirement	3
__ __	Social Science Requirement	3
__ __	Natural Science Requirement	3
PSY 200	Introduction to Psychology	3
__ __	Foreign Language Requirement	3
ENG 103	Speech	3
CSC 101	Introduction to Computers	3
CRJ 200	Introduction to Criminal Justice	3
HIS 200	History of the USA	3
		30

- A GPA of no less than a 3.00 is required for all courses in advanced English to enter and remain in this area.

Junior Year

HIS 200	History of the USA	3
CRJ 301	Criminal Law I	3
SSC 302	Introduction to Statistics	3
SSC 300	Research Methods	3

CRJ 305	Confinement Facilities	3
SOC 309	Sociology of Deviance	3
CRJ 302	Criminal Law II	3
SSC 406	Advanced Statistics	3
POL 302	State & Local Government	3
CRJ 306	Correctional Philosophy & Services	3
		30

Senior Year

POL 301	US Government	3
CRJ 403	Police Administration	3
CRJ 303	Probation & Parole	3
CRJ ____	Approved Elective	3
SSC 421	Field Placement I	6
CRJ 406	Senior Seminar	3
SSC 423	Senior Project	3
CRJ 405	Law Enforcement	3
____	Approved Elective	3
____	Approved Elective	3
		33

Approved Electives

CRJ 304	Causes & Prevention of Delinquency
CRJ 305	Confinement Facilities
CRJ 306	Correctional Philosophy & Services
PAD 306	Administrative Behavior
PAD 305	FL Law & Public Governance
POL 330	International Politics
POL 333	Politics of Govt
POL 436	Political Theory
POL 430	Research in Political Science
POL 337	Public Policy Analysis
SSC 424	Field Experience

BACHELOR OF ARTS IN INTERNATIONAL STUDIES

International Studies is an interdisciplinary major which draws upon the resources of faculty and divisions across the college. This major provides students with a specialized education in the growing international job market. Graduates find occupations in the corporate world and the public sector. Students may start their own business, or pursue graduate studies. The International Studies major consist of social, cultural, language, and business components. The minimum grade of C is

required in all major courses. The advisor's approval is needed when choosing electives within this major.

GRADUATION REQUIREMENTS

This degree program requires at least 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
REA 101	Critical Thinking and Reading	3
MAT 101	College Mathematics I	3
HIS ____	African American History	3
FMC 101	Education & Life Seminar	3
PED 110	Dimensions of Wellness	2
ENG 102	English Communications II	3
____	Natural Science Requirement	3
MAT 102	College Mathematics II	3
HIS ____	History Requirement	3
REL 101	Introduction to Religion	3
		32

Sophomore Year

____	Advanced Grammar & Composition /Literature/Philosophy	3
____	Foreign Language Requirement	3
ENG 103	Speech	3
SSC 200	Cultural Anthropology	3
PSY 200	Introduction to Psychology	3
BUS 211	Principles of Management	3
____	Foreign Language Requirement	3
____	Art/Music/Drama	3
CSC 101	Introduction to Computers	3
SOC 200	Introduction to Sociology	3
		30

Junior Year

ECO 201	Principles of Macroeconomics	3
POL 301	U.S. Government	3
SSC 302	Introduction to Statistics	3
PAD 301	Concepts & Issues PAD	3
SSC 300	Research Methods	3
____	Intermediate Foreign Language Requirement	3
ECO 202	Principles of Microeconomics	3
POL 311	Comparative Government	3
____	Approved Elective	3
____	Approved Elective	3
GEO 303	World Regional Geography	3
____	Intermediate Foreign Language Requirement	3
		36

Senior Year

BUS 404	International Business	3
ECO 420	International Economics & Trade	3
MAR 301	Principles of Marketing	3
____	Survey of French/ Hispanic Culture & Civilization	3
POL 438	International Law & Organization	3
POL 330	International Politics	3

MAR 462	International Marketing	3
— —	Approved Elective	3
— —	Approved Elective	3
		27

Approved Electives

Business Administration <i>(3 credits of the following)</i>		
BUS 344	Business Organization and Management	3
ECO 471	Money and Capital Markets	3
BUS 497	International Money and Finance	3

Humanities <i>(6 credits of the following)</i>		
ENG 311	Business and Professional Speaking	3
ENG 321	Business and Professional Writing	3
ENG 361	Cross-Cultural/Gender Communication	3
ENG 201	World Literature I	3
ENG 202	World Literature II	3

Social Sciences <i>(3 credits of the following)</i>		
SOC	Social Psychology	3
SOC 307	Community Organization	3
SSC 423	Senior Project	3

(Social Sciences course offerings, 300 level or higher, not required by this major)

BACHELOR OF ARTS IN
POLITICAL SCIENCE/PUBLIC ADMINISTRATION

The program in political science with a concentration in public administration offers background and preparation for students seeking to enter graduate schools, government service, or teaching of political science in secondary schools. Students interested in teaching in secondary schools must consult with the Division of Education concerning additional courses to be taken in order to meet graduation and certification requirements. Students interested in pursuing law as a career will work closely with their pre-law advisor.

GRADUATION REQUIREMENTS

This degree program requires at least 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
REA 101	Critical Thinking & Reading	3
MAT 101	College Mathematics I	3
HIS ____	African American History	3
FMC 101	Education & Life Seminar	3
PED 110	Dimensions of Wellness	2
ENG 102	English Communications II	3
____	Natural Science Requirement	3
MAT 102	College Mathematics II	3
____	Social Sciences Requirement	3
REL 101	Introduction to Religion	3
		32

Sophomore Year

____	Humanities Requirement	3
____	Foreign Language Requirement	3
____	Social Sciences Requirement	3
____	Natural Science Requirement	3
PSY 200	Introduction to Psychology	3
____	Humanities Requirement	3
____	Foreign Language Requirement	3
ENG 103	Speech	3
CSC 101	Introduction to Computers	3
SOC 200	Introduction to Sociology	3
		30

Junior Year

HIS 200	History of the USA	3
POL 301	U.S. Government	3
PAD 301	Concepts & Issues PAD	3
SSC 300	Research Methods	3
POL 335	Constitutional Law I	3
____	Approved Elective	3
PAD 304	Public Personnel Administration	3
PAD 306	Administrative Behavior	3
POL 302	State & Local Government	3
POL 408	Constitutional Law II	3
		30

Senior Year

PAD 303	Principles of Public Planning	3
PAD 305	FL Law & Public Governance	3
POL 311	Comp Government	3
SSC 301	Introduction to Statistics	3
SSC 421	Field Placement I	6
POL 436	Political Theory	3
POL 403	Management. Of Federal Government	3
POL 333	Policies of Government Finance	3
SSC 423	Senior Project	3
____	Approved Elective	3
		33

Political Science:

POL 330	International Politics	3
POL 340	Third World Politics	3

Public Administration:

PAD 302	Management of Urban Government	3
PAD 401	Management of State Government	3
SSC 423	Field Placement II	3

**BACHELOR OF SCIENCE IN
PSYCHOLOGY**

The program in psychology aims to help students gain a better understanding of human behavior. Opportunities are provided for students to learn essential methods, concepts, principles, and theories of psychology. Students learn techniques, which can be used to improve self-esteem, motivation, and sensitivity. Psychology majors study the nature, causes and treatment of psychological disorders. Majors also study human emotions, sexuality, and psychological development.

Students majoring in psychology are prepared for positions in community mental health agencies and hospitals, as well as in research centers. Graduates are encouraged, however, to continue their study on the graduate level.

GRADUATION REQUIREMENTS

This degree program requires at least 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
REA 101	Critical Think/Read	3
MAT 101	College Mathematics I	3
HIS_	African American History	3
FMC 101	Education & Life Seminar	3
PED 110	Dimensions of Wellness	2
ENG 102	English Communications II	3
____	Natural Science Requirement	3
MAT 102	College Mathematics II	3

REA 101	Critical Think/Read	3
MAT 101	College Mathematics I	3
HIS_	African American History	3
FMC 101	Education & Life Seminar	3
PED 110	Dimensions of Wellness	2
ENG 102	English Communications II	3
— —	Natural Science Requirement	3
MAT 102	College Mathematics II	3
— —	Social Science Requirement	3
REL 101	Introduction to Religion	3
		32

Sophomore Year

— —	Humanities Requirement	3
— —	Foreign Language Requirement	3
— —	Soc Science Requirement	3
— —	Natural Science Requirement	3
PSY 200	Introduction to Psychology	3
— —	Humanities Requirement	3
— —	For Language II	3
ENG 103	Speech	3
CSC 101	Introduction to Computers	3
SOC 200	Introduction to Sociology	3
		30

Junior Year

PSY 301	Psychopathology	3
PSY 303	Experimental Psychology	3
PSY 312	Introduction to Statistics	3
PSY 308	Personality Theory	3
SSC 300	Research Methods	3
PSY 302	Clinical Psychology	3
PSY 306	Developmental Psychology	3
PSY 401	Advanced Statistics	3
— —	Approved Elective	3
— —	Approved Elective	3
		30

Senior Year

PSY 403	Psychology of Learning	3
PSY 405	Assessment & Evaluation	3
PSY 410	Practicum I	6
PSY 406	Social Psychology	3
— —	Approved Elective	3
PSY 402	Clinical Interview & Behavior Assessment	3
SOC 305	Group Dynamics	3
PSY 411	Practicum II	6
SSC 423	Senior Project	3
— —	Approved Elect	3
		36

Approved Electives:

PSY 304	Community Psychology
PSY 307	Physiological Psychology
PSY 407	Psychology of African Americans
PSY 314	Guidance & Counseling

- SOC 309 Sociology of Deviance
- SOC 402 Racial & Cultural Group
- SOC 403 Marriage & Family
- SSC 321 Cooperative Education in Social Sciences

(Social Sciences course offerings, 300 level or higher, not required by this major)

BACHELOR OF ARTS IN SOCIOLOGY

Students majoring in sociology learn concepts, methods, theories and perspectives important to the study of social relationships, social structures, social institutions, and society. This field study allows students to gain practical as well as theoretical insight into human interaction. Students majoring in sociology are concerned with the study of social life and the causes and consequences of human behavior. Sociology, includes study of each aspect of the self in relationships with others, and each aspect of the social world that affects a person's thoughts, actions and deeds.

Students majoring in sociology learn of the dynamics of group behavior, the power and potential of community groups, and the implication of marriage and the family. These students must also become familiar with the literature of social problems, such as crime, violence, deviance, racism, and sexism.

Students graduating with a degree in sociology often find employment in social service agencies, law enforcement agencies, treatment centers, and rehabilitation facilities. Sociology majors are encouraged to consider further study on the graduate level.

GRADUATION REQUIREMENTS

This degree program requires at least 124 semester hours for completion.

Sample Program of Study

Freshman Year

ENG 101	English Communications I	3
REA 101	Critical Think/Read	3
MAT 101	College Mathematics I	3
HIS_	African American History	3
FMC 101	Education & Life Seminar	3
PED 110	Dimensions of Wellness	2
ENG 102	English Communications II	3
_____	Natural Science Requirement	3
MAT 102	College Mathematics II	3
_____	Social Science Requirement	3
REL 101	Introduction to Religion	3

		32
Sophomore Year		
— — —	Humanities Requirement	3
— — —	Foreign Language Requirement	3
— — —	Social Science Requirement	3
— — —	Natural Science Requirement	3
PSY 200	Introduction to Psychology	3
— — —	Humanities Requirement	3
— — —	Foreign Language Requirement	3
ENG 103	Speech	3
CSC 101	Introduction to Computers	3
SOC 200	Introduction to Sociology	3
		30
Junior Year		
SOC 303	Social Problems	3
SOC 305	Group Dynamics	3
PSY 312	Introduction to Statistics	3
PSY 307	Community Organization	3
SSC 300	Research Methods	3
SOC 304	Social Psychology	3
SOC 308	Urban Sociology	3
PSY 401	Advanced Statistics	3
— — —	Approved Elective	3
— — —	Approved Elective	3
		30
Senior Year		
SOC 306	Urban Social Movement	3
SOC403	Marriage & Family	3
SSC 421	Field Placement I	6
— — —	Approved Elective	3
SOC 404	Seminar in Sociology Theory	3
SOC 309	Sociology of Deviance	3
SSC 423	Senior Project	3
SOC 402	Racial & Cultural Groups	3
— — —	Approved Elective	3
		30

Approved Electives

SOC 400	Independent Study
SOC 405	Survey Research
PSY 407	Psychology of African Americans
SSC 321	Cooperative Education in the Social Sciences
SSC 422	Field Placement II
SSC 424	Field Experience
SOC 431	Seminar in Drug Abuse
SOC 450	Sociology of Religion

(Social Sciences course offerings, 300 level or higher, not required by this major)

MINOR IN AFRICAN AMERICAN STUDIES

An interdisciplinary program in African American Studies is available to students with a significant interest and commitment to serious academic study of African American history and culture. Upon entering the program, a student with a minor in African American Studies shall, consult with the Chair of the Division of Social Sciences and plan his/her program of study. This student is required to complete 18 hours for the minor in African American Studies, including HIS 103 African American History I (3). HIS 104 African American History II (3). SOC 406 Contemporary Black America (3). ENG 207 Afro-American Literature (3) and two electives from the following options:

REQUIRED COURSES:

HIS 103	African American History I	3
HIS 104	African American History II	3
SOC 406	Contemporary Black America	3
ENG 207	Afro-American Literature	3
		12

ELECTIVES

In addition to the aforementioned core requirements, this minor requires students to choose a minimum of two (2) of the following courses:

HIS 335	Africa in the Modern World	3
HIS 350	History of the Caribbean	3
SOC408	African American Women in American Society	3
POL 331	Politics of Black Americans	3
PSY 407	Psychology of African Americans	3

MINOR IN CRIMINAL JUSTICE

A minor in criminal justice requires a minimum of 18 credits hours in criminal justice courses. Courses taken for a minor in criminal justice are taken above and beyond the credit requirements for any major. Students may choose 18 credit hours from the following courses:

CRJ 200	Introduction to Criminal Justice	3
CRJ 301	Criminal Law I	3
CRJ 302	Criminal Law II	3
CRJ 303	Probation and Parole	3
CRJ 305	Causes and Prevention of Delinquency and Crime	3
CRJ 306	Correctional Philosophy and Services	3
CRJ 403	Law Enforcement	3
CRJ 407	Constitutional Law I	3
CRJ 408	Constitutional Law II	3
CRJ 409	Criminal Evidence and Court Procedure	3

MINOR IN HISTORY

A program of study in history serves as a sound foundation for students who seek careers in various branches of government work; in teaching, from the public schools to the university level; in regional and local history society work; in museum work; in park administration; in archives and records management; in religion; and in business and industry.

Students seeking a minor in history will complete a minimum of 18 credit hours of history including HIS 300, HIS 321, 324; 3 credit hours of advanced courses in each of the following: U.S. History, African or Caribbean History, and Non-Western History. All courses are to be chosen by the student in consultation with a divisional advisor and must be passed with a grade of "C" or higher.

Prospective minors should consult a departmental advisor as early as possible. Students are required to have a graduation interview with their advisors during the final semester of study.

REQUIRED COURSES

HIS 101	World Civilization I	3
HIS 200	History of the United States	3
HIS 300	Historical Thought and Writing	3
HIS 430	Selected Topics in History	3
		12

ELECTIVES

In addition to the aforementioned core requirements, this minor requires students to choose a minimum of two (2) of the following courses:

HIS 102	World Civilization II	3
HIS 321	U.S. History to 1865	3
HIS 324	U. S. History Since 1865	3
HIS 335	Africa in the Modern World	3
HIS 350	History of the Caribbean	3
HIS 400	History of the Non-Western World	3
SOC 408	African American Women in American Society	3
HIS 410	History of Florida and the South	3
HIS 420	Independent Study	3

MINOR IN POLITICAL SCIENCE

A minor in political science requires a minimum of 18 credit hours in political science courses. Courses taken for a minor in political science are taken above and beyond the course/credit requirements for any major. Students may choose 18 credit hours from the following courses:

POL 301	US Government	3
POL 302	State and Local Government	3
POL 311	Comparative Government	3
POL 333	Politics of Government Finance	3
POL 403	Management of Federal Government	3
POL 407	Constitutional Law I	3
POL 408	Constitutional Law II	3
POL 436	Political Theory	3

MINOR IN PUBLIC ADMINISTRATION

A minor in public administration requires a minimum of 18 credit hours in public administration courses. Credits are taken above and beyond the course/credit requirements for any major. Students may choose 18 credit hours from the following courses:

PAD 301	Concepts and Issues in Public Admin	3
PAD 302	Management of Urban Government	3
PAD 303	Principles of Public Planning	3

PAD 304	Public Personnel Administration	3
POL 403	Management of Federal Government	3
POL 407	Constitutional Law I	3
POL 408	Constitutional Law II	3
POL 436	Political Theory	3

MINOR IN PSYCHOLOGY

A minor in psychology requires a minimum of 18 credit hours in psychology courses. Courses taken for a minor in psychology are taken above and beyond the credit/course requirements for any major. Students may choose 18 credit hours from the following:

PSY 301	Psychopathology	3
PSY 302	Clinical Psychology	3
PSY 303	Experimental Psychology	3
PSY 306	Developmental Psychology	3
PSY 308	Personality Theory	3
PSY 310	Community Psychology	3
PSY 401	Advanced Statistics	3
PSY 402	Clinical Psychology	3
PSY 403	Psychology of Learning	3
PSY 405	Assessment and Evaluation	3
PSY 406	Social Psychology	3

MINOR IN SOCIOLOGY

A minor in sociology requires a minimum of 18 credit hours in sociology courses. Courses taken for a minor in sociology are taken above and beyond the credit/course requirements for any major. Students may choose 18 credit hours from the following courses:

SOC 303	Social Problems
SOC 304	Social Psychology
SOC 305	Group Dynamics
SOC 306	Urban Social Movements
SOC 307	Community Organization
SOC 308	Urban Sociology
SOC 309	Sociology of Deviance
SOC 402	Racial and Cultural Groups
SOC 403	Marriage and Family
SOC 404	Seminar Social Theory
SOC 406	Contemporary Black America
SOC 408	African American Women in American Society

MINOR IN SOCIAL WORK

A minor in social work serves as an excellent background for students desiring to directly assist those in need or in trouble. The aim of social work is to alleviate problems. Students interested in learning about the field of social work and the role of social workers may find this minor very rewarding.

Students are introduced to the methods commonly used by social workers. Casework, group work, and community organizations are important tools of social work and are required courses for students entering this minor.

Students seeking a minor in social work will complete a minimum of 18 hours of social work/sociology courses including such courses as SOC 307 and SOC 305. A minor in social work requires a minimum of 18 credit hours above and beyond the credit/course requirements of any major.

Prospective minors should consult the division chair as early as possible.

CORE REQUIREMENTS

SOW 401 Social Work Practice	3
SOW 402 Social Work as a Profession	3
SOW 406 Social Casework and Group Work	3
SOW 408 Social Work Writing Techniques	3
	12

ELECTIVES

In addition to the aforementioned core requirements, this minor requires students to choose a minimum of two (2) of the following courses:

SOW 403 Social Welfare as an Institution	3
SOW 405 Social Policy	3
SOW 407 Aging and Social Work	3

COURSE DESCRIPTIONS

All course descriptions listed below are arranged alphabetically by subject area, alphabetically by prefix and then numerically for those descriptions with the same prefix. The digits in parentheses immediately following the course titles represent the respective semester credit hours given for a course. The first digit of the course number generally indicates the classification level: 0—non-college, 1—freshman, 2—sophomore, 3—junior, 4—senior. The abbreviated codes F, Sp, Su represent the term(s) in which the course is offered, Fall, Spring and Summer, respectively.

SUBJECT AREA

COURSE PREFIX(ES)

ACADEMIC MERIT	DSE, DSM, DSR
ACCOUNTING	ACC
AIRWAY SCIENCES	AWS
AVIATION TRANSPORTATION	AVT
BIOLOGY	BIO
BUSINESS MANAGEMENT	BUS
CHEMISTRY	CHE
COMMUNICATIONS	COM
COMPUTER SCIENCES	CSC
CONTINUING EDUCATION	POR
CRIMINAL JUSTICE	CRJ
DANCE	DAN
ECONOMICS	ECO
EDUCATION	EDU, ESE, ESO, HED, AND PED
ENGLISH	ENG
FINANCE	BUS
GENERAL EDUCATION	CLS, FMC, REA
HISTORY	HIS
HONORS	ENG, MAT, SEM, HIS, SCI, RSC
MARKETING	MAR
MATHEMATICS	MAT
MUSIC	MUS, MUB
MODERN FOREIGN LANGUAGE	FRE, JAP, SPA, SWA
PHYSICAL SCIENCE	PSC
PHYSICS	PHY
POLITICAL SCIENCE	POL
PRE-ENGINEERING	PEG
PSYCHOLOGY	PSY
PUBLIC ADMINISTRATION	PAD
RELIGION & PHILOSOPHY	PHI, REL
SOCIAL SCIENCES	SSC
SOCIAL WORK	SOW
SOCIOLOGY	SOC
TRANSPORTATION	TRA
VISUAL ARTS	ART

ACADEMIC MERIT

DSE 099 Essentials for College English (3) F, Sp, Su

This course concentrates on the fundamentals of standard edited English for writing. It covers grammar, mechanics, usage, sentence structure, paragraph development, and essays. Information technology will be incorporated throughout the course.

DSM 098 Essentials for College Mathematics I (3) F, Sp, Su

This course develops the arithmetic skills of students with minimal mathematical background. It covers operations with whole numbers, prime numbers, fractions, mixed numbers, decimal numbers, ratios and proportions, percents and their applications.

DSM 099 Essentials for College Mathematics II (3) F, Sp, Su

Prerequisite: Successful completion of DSM 098 or the required minimum score on the placement test.

This course covers consumer applications, signed numbers, measurement, introductory geometry, solving equations, and additional topics in algebra.

DSR 099 Essentials for College Reading (3) F, Sp, Su

This course helps students develop proficiency in preparation for reading college-level materials. It emphasizes vocabulary development, comprehension, general study techniques, and thinking skills.

ACCOUNTING

ACC 211 Principles of Accounting I (3) F, Sp

Prerequisite: MAT 102 OR MAT 112

A study of basic theory and technique of recording business transactions, preparation of financial statements, and interpretation of data for financial decisions.

ACC 212 Principles of Accounting II (3) F, Sp

Prerequisite: ACC 211.

A continuation of ACC 211 covers partnerships, corporations, stockholder's equity, investments, cash flow statements, financial statement analysis and governmental accounting.

ACC 311 Intermediate Accounting I (3) F, Su

Prerequisite: ACC 212.

A study of accounting theory and practice underlying preparation and presentation of financial statements, measurement and valuation of assets and liabilities, accounting for selected balance sheet and related income statement items, and preparation of the cash flow statement.

ACC 312 Intermediate Accounting II (3) Sp, Su

Prerequisite: ACC 311.

Continuation of ACC 311 with emphasis on accounting theory and practice related to corporate capital, current liabilities, long-term debt, pensions, leases, income tax allocation, and revenue recognition.

ACC 352 Managerial Accounting (3) F, Sp, Su

Prerequisite: ACC 212.

A study of application of accounting data in interpreting, coordinating, and controlling operations of a business. Specific areas considered include statement analysis, preparation, and explanations of reports for management and the development of budgets. Managerial decisions arising out of the reports are discussed.

ACC 411 Advanced Accounting (3)**F, Su***Prerequisite:* ACC 312.

A study of the theory and practice underlying accounting for partnerships, branches, business combinations and presentation of consolidated financial statements.

ACC 431 Auditing I (3)**F, Su***Prerequisite:* ACC 312.

A study of the principles and procedures of internal auditing and public accounting. Ethics, audit reports, and generally accepted auditing standards are examined.

ACC 432 Auditing II (3)**Sp, Su***Prerequisite:* ACC 431.

This course reviews test of controls and audit procedures. Compliance auditing is reviewed. A comprehensive cases study is utilized.

ACC 434 Federal Income Tax I (3)**F, Su***Prerequisite:* ACC 312.

A study of income tax laws for the United States. Actual exercises in the preparation of tax returns for individuals, partnerships, and corporations are provided.

ACC 435 Federal Income Tax II (3)**Sp, Su***Prerequisite:* ACC 434.

A study of partnership, corporate, estates and trusts and not-for profit taxation. Income tax research is emphasized.

ACC 452 Cost Accounting (3)**Sp, Su***Prerequisite:* ACC 212.

This course involves the principles of manufacturing and distribution cost accounting. Material, labor, and overhead costs are emphasized relative to job cost, process cost, and standard cost systems.

ACC 454 Computer Accounting , Senior Project (3)**Sp, Su***Prerequisite:* ACC 212 and CSC 120.

This course features the use of accounting software in the application of accounting principles with emphasis on new microcomputer technology, data base management, and spreadsheet analysis.

ACC 455 International Accounting (3)**F, Su***Prerequisite:* ACC 312 or Advisor's Recommendation

A study of accounting for international transactions, the operations of international firms, and comparisons of accounting principles and practices found in foreign lands and the procedures by which they are established. International accounting is a well-established specialty area within accounting.

AIRWAY SCIENCES**AWS 200 Aviation History (3)****F**

A presentation dealing with the history of aviation and flight from the early attempts to the modern space age. The equipment and the flyers are considered ,as well as the underlying developmental rational for the events and hardware.

AWS 201 Introduction to Aeronautics (3)**F**

Presents an overview of aviation, enabling the student to gain an appreciation of the complexities of the field of aeronautics. Course content includes historical background, fundamentals of flight and aeronautical technology, the social and economic impact of aerospace and future developments, and government regulations.

AWS 210 Basic Aerodynamics (3)**F***Prerequisite:* AWS 201 or AVT 201.

The history and development of aerodynamic theory will be introduced and the student will become familiar with airfoil theory and wing theory. Basic performance parameters will include the use of performance charts. The course will stress subsonic incompressible flow and supersonic compressible flow. Special consideration will be given to transonic flight.

AWS 232 Air Traffic Control (3)**F, Sp***Prerequisite:* AWS 201 or AVT 201.

A study of the national air traffic control system with emphasis on basic air traffic control procedures. Course content includes the role of air route traffic control centers, approach controls, control towers, and flight service stations. Also covers communications, navigation procedures, radar operations, and facilities.

AWS 270 Aircraft Engines (3)**Sp***Prerequisite:* AWS 201 or AVT 201.

This course will study aircraft engines to include reciprocating and various turbine configurations. Mechanical relationships, components, power calculations and performance charts will be stressed.

AWS 301 Principles of Transportation (3)**F***Prerequisites:* AWS 201 or AVT 201.

An introduction, survey, and analysis of transportation including rail, motor, air, water, pipeline, and mass transit, with a look at their impact on the social and economic systems of the U.S.

AWS 305 VFR Tower Operations (3)**F***Prerequisite:* AWS 232.

Designed to familiarize students with Air Traffic Control procedures in the visual environment. Emphasis is placed on the responsibilities of local, ground, flight data, and coordinator positions. Also included are the regulations which govern flight under visual conditions, separation in the terminal area, and development of controller techniques will be discussed.

AWS 310 Aviation Legislation (3)**Sp***Prerequisite:* AWS 201 or AVT 201.

Emphasizes legal concepts concerning aviation as related to aircraft and flight operations, early airmail legislation, contracts, insurance and liability, regulatory statutes, and case law.

AWS 315 ATC Radar Procedures (3)**Sp***Prerequisite:* AWS 232.

Designed to introduce and to familiarize the student with procedures used in identifying, monitoring, vectoring and separating aircraft utilizing Airport Surveillance Radar (ASR) and Precision Approach Radar (PAR) systems.

AWS 320 Air Transportation (3)**F***Prerequisite:* AWS 201 or AVT 201.

A survey of the historical development of the air transportation system including the impact of legislation, problems encountered in commercial air transportation, future industry requirements, airline operations, aviation economics, and social implications.

AWS 340 Passenger Traffic Management (3)**F***Prerequisite:* AWS 320.

An introductory course covering the human side of transportation. Course content includes passenger public relations, reservations, ticketing, and regulations pertaining to passengers.

AWS 351 Aviation Labor Relations (3)**Sp***Prerequisite:* AWS 320.

An analysis of labor and management relationships and their often differing goals. Course content includes historical development, unions and collective bargaining, contracts, labor legislation and the role of government.

AWS 360 Transportation Economics (3)

Sp

Prerequisite: AWS 320.

An analysis of rate making and economic policies of the passenger and cargo segments of the various modes of transferal including truck, railroad, airline, and ocean transportation. Also covers business economic operations such as costs, pricing, capital formation, and analysis of marketing problems.

AWS 390 Airline Management (3)

F

Prerequisite: AWS 320.

The application of management principles to airline operations. Emphasis is on the characteristics of airline financing, marketing, scheduling, facilities planning, maintenance and governmental relations and regulations.

AWS 395 Airport Management (3)

Sp

Prerequisite: AWS 320.

A comprehensive study of airport operations and management including analysis of the role of the airport manager in planning, finance and administration, public relations, operations and facility maintenance.

AWS 401 The National Airspace System (3)

F

Prerequisite: AWS 320.

An overview of the proposed National Airspace System Plan. Course covers problems encountered in implementing the system, airspace allocation and usage, facilities, safety considerations, new developments in electronic navigation and control systems, economic impact, and social and political implications.

AWS 415 Seminar in Aviation Science (3)

F

This course will provide a format for the aviation student to receive exposure to guest lectures, present special aviation topics and participate in group discussion on current topics in aviation.

AWS 418 Cockpit Resources Management (CRM) (3)

Sp

This course will apply the theory and methods developed in the Aviation psychology course and will focus on the knowledge in a cockpit setting. The emphasis will be on the human factors aspects of cockpit crew management and additional psychological concepts as they relate to cockpit management.

AWS 420 Flight Safety (3)

F

Prerequisite: AWS 201.

A presentation and analysis of factors and procedures relating to aviation safety. Includes techniques for accident prevention, development of safety programs, procedures used in accident investigation, the human factor (physiological and psychological), and the effect of weather on safety.

AWS 425 Aircraft Accident Investigation (3)

Sp

Prerequisites: AWS 201 or AVT 201 and AWS 320.

A course designed to acquaint the aviation student with procedures, techniques, and methods of determining causes of accidents. The roles of the various investigative bodies, and their responsibilities and obligations will be stressed.

AWS 430 Flight Physiology (3)

Sp

Prerequisite: AWS 201 or AVT 201.

The course will focus on human factor considerations related to the aerospace environment, including both the psychological and physiological concerns. Special topics will include the cause, symptoms, prevention, and treatment of flight environment disorders.

AWS 440 Management Decision Making (3)

Sp

Prerequisite: BUS 231.

This course examines the processes used by managers and executives to make decisions which affect the internal functions and external environments of their organizations. Managerial problem solving, strategic planning, organizational processes and procedures, and leadership and motivation are covered.

AWS 450 Thesis in Aviation Studies (3)**F, Sp****Prerequisite:** Permission of the Chairperson.

A review of all aviation course work completed by the student. The student will complete a major aviation research paper which must be presented before an audience of divisional and/or college faculty members.

AWS 498 Cooperative Education in Aviation I (1-6)**F, Sp, Su****Prerequisite:** Permission of the Chairperson.

Provides entry level aviation and/or transportation work experience with a federal, state, or local government agency, private business, or other agency.

AWS 499 Cooperative Education in Aviation II (1-12)**F, Sp, Su****Prerequisite:** Permission of the Chairperson.

Provides advanced aviation and/or transportation work experience with a federal, state, or local government agency, private business, or other agency.

AVIATION TECHNOLOGY**AVT 201 Private Pilot Certification - Ground (3)****F**

Designed to prepare students for the FAA Private Pilot Written Examination. Subject areas covered in the course include basic aerodynamics, navigation, weather, communications, aircraft operations, weight and balance, various publications, and the Federal Aviation Regulations.

AVT 202 Private Pilot Certification - Flight (2)**F, Sp, Su****Co-requisite:** AVT 201.

Designed to provide students with the flight experience necessary for the FAA Private Pilot Certification.

AVT 203 Navigation and Performance (3)**Sp**

This course provides students with skills and knowledge necessary to successfully complete the navigation and performance requirements specified for instrument and commercial pilots. It will focus on both jet and reciprocating aircraft and include high performance/high altitude turbine applications.

AVT 301 Instrument Rating - Ground (3)**F, Sp, Su****Prerequisites:** AVT 201 and AVT 202.

Designed to prepare students for the FAA Instrument Written Examination. Subject areas covered in the course include the IFR air traffic system, various publications and regulations, IFR navigation and aids, IFR charts, instrument approaches, and weather.

AVT 302 Instrument Rating - Flight (2)**F, Sp, Su****Co-requisite:** AVT 301.

Designed to prepare and to provide students with the flight experience necessary for the FAA Instrument rating.

AVT 303 Commercial Pilot Certification -Ground (3)**F, Sp, Su****Prerequisites:** AVT 201 and AVT 202.

Designed to prepare students for the FAA Commercial Pilot Written Examination. Subject areas covered in the course include aerodynamics, high performance and complex airplane operations, weight and balance, NTSB reporting requirements, and various publications and the FARs.

AVT 304 Commercial Pilot Certification - Flight (2)**F, Sp, Su****Co-requisite:** AVT 303.

Designed to prepare and to provide students with the flight experience necessary for the FAA Commercial Pilot Certification.

AVT 305 Multi-Engine Rating - Flight (2)**F, Sp, Su***Prerequisites:* AVT 301, AVT 302, AVT 303, and AVT 304.

Designed to provide students with the flight experience necessary to meet the FAA requirements for the multi-engine class rating.

AVT 401 Principles of Flight Instructing I (3)**F, Sp, Su***Prerequisites:* AVT 201 and AVT 202.

Designed to prepare students for the FAA Fundamentals of Instructing Written Examination and for the FAA Basic Ground Instructor Written Examination.

AVT 405 Multi Engine Aircraft Systems (3)**F***Prerequisite:* AWS 201

This course will focus on the aircraft systems, hydraulics, flight, fuel, and others as they relate to modern jet powered aircraft.

AVT 411 Certified Flight Instructor - Airplane (2)**F, Sp, Su***Prerequisites:* AVT 301, AVT 302, AVT 303, and AVT 304. *Co-requisite:* AVT 401.

Designed to provide students with the flight experience necessary for the FAA Certified Flight Instructor Certificate with an Airplane Single-engine Land Rating.

AVT 412 Certified Flight Instructor - Instrument (2)**F, Sp, Su***Prerequisite:* AVT 411. *Co-requisite:* AVT 402.

Designed to provide students with the flight experience necessary for the FAA Certified Flight Instructor Certificate with an Instrument Airplane Rating.

AVT 413 Certified Flight Instructor - Multi-Engine (2)**F, Sp, Su***Prerequisite:* AVT 411. *Co-requisite:* AVT 402.

Designed to provide students with the flight experience necessary for the FAA Certified Flight Instructor Certificate with a Multi-engine Land Rating.

BIOLOGY

BIO 101 Biological Science (3)**F, Sp, Su**

This course is for non-science majors only. Fundamental concepts in biology are presented. Topics include structure and functions of cells, introductory genetics, reproduction, and physiology. Emphasis is on human organ systems.

BIO 130 Principles of Biology (3)**F, Sp, Su***Co-requisite:* BIO 131.

This course deals with the basic biological principles and how they are interrelated; the scientific and biological study of living systems; the organizational structure of the living world at all levels of organization from the molecule to the biosphere. The principles of chemistry and biochemistry, and the functional and operational properties of living matter are included.

BIO 131 Principles of Biology Laboratory (1)**F, Sp, Su***Co-requisite:* BIO 130.

This laboratory involves the study of the use of the compound microscope, examination of living cultures of protozoa and other organisms, microscopic examination of animal and plant cells, animal tissues, identification of biological molecules, enzyme action, fermentation, cellular respiration, photosynthesis, mitosis, and dissection of frogs.

BIO 200 Human Anatomy and Physiology (3)**F, Sp, Su***Prerequisites:* BIO 101, or BIO 130 and 131.

Structure and functions of various organs and systems in the human body.

BIO 201 Human Anatomy and Physiology Lab (1)

F, Sp, Su

Co-requisite: BIO 200.

Anatomical and physiological study of the integumentary system, skeletal system, muscular system, nervous system, circulatory system, sensory system, lymphatic system, endocrine system, and the reproductive system. Students may be required to visit local morgue to observe autopsy.

BIO 204 General Zoology (3)

F, Sp, Su

Prerequisites: BIO 130 and 131. *Co-requisite:* BIO 205.

Biology of invertebrates and vertebrates, including the structures of the body and its organization into special systems that carry on essential life processes. The more general phases of animal existence—reproduction, heredity, distribution, and evolution—are included, in addition to an introduction to classifying and naming animals.

BIO 205 General Zoology Lab (1)

F, Sp, Su

Co-requisite: BIO 204.

Study of the classification of living organisms including all the invertebrate and vertebrate phyla.

BIO 206 General Botany (3)

F, Sp, Su

Prerequisites: BIO 130 and 131.

An organic approach to plant biology is emphasized along with the structural and functional relationships of plant organs, with special attention given to physiological activities. Other aspects of the course are photosynthesis, fundamental concepts of biology, regulation, growth and development of seed plants, life cycles, reproduction and success in the plant kingdom, and dynamics of plant populations and ecology.

BIO 207 General Botany Lab (1)

F, Sp, Su

Co-requisite: BIO 206.

Morphological and anatomical study of seeds, roots, stems, leaves, flowers, and fruits. It includes field trips to local botanical gardens to study the local flora and their taxonomy.

BIO 220 Comparative Anatomy (3)

F, Sp, Su

Prerequisite: BIO 204 and 205. *Co-requisite:* BIO 221.

Basic patterns of vertebrate structure and development, and the functions of these structures in terms of adaptive significance.

BIO 221 Comparative Anatomy Lab (1)

F, Sp, Su

Co-requisite: BIO 220.

A comparative study of the anatomy of various vertebrates such as the shark, perch, frog, lizard, pigeon, fetal pig, and cat.

BIO 300 Vertebrate Physiology (3)

F, Sp, Su

Prerequisites: BIO 204 and 205. *Co-requisite:* BIO 301.

The basic principles and concepts of animal physiology. Topics include cell physiology, the nerve-muscle unit, blood, body fluids and the kidneys, heart and circulation, respiration, endocrinology and reproduction, as well as digestion, energy, metabolism, and temperature control.

BIO 301 Vertebrate Physiology Lab (1)

F, Sp, Su

Co-requisite: BIO 300.

Study of the cardiovascular system, respiration and metabolism, blood, renal function and homeostasis, neural stimulation of muscle contraction, digestion of starch, egg albumen and fat by enzyme action, endocrine system and reproduction.

BIO 302 Plant Physiology (3)

F, Sp, Su

Prerequisites: BIO 206 and 207. *Co-requisite:* BIO 303.

Metabolism of plants; physical, chemical and environmental influences on plant metabolism; regulation and control of photosynthesis; structural and functional properties of metabolites; organization and operation of the principal metabolic activities; growth regulations and development of plants; tropisms; hormones; and a laboratory approach to the study of agricultural, horticultural, and floricultural methods.

BIO 303 Plant Physiology Lab (1)**F, Sp, Su***Co-requisite:* BIO 302.

Physiology of seeds, seed germination, seed testing, photosynthesis, respiration, translocation, transpiration, plant growth and development, auxins and growth hormones.

BIO 304 Embryology (3)**F, Sp, Su***Prerequisites:* BIO 204 and 205. *Co-requisite:* BIO 305.

Study of the development of amphibian, avian and mammalian embryos from gametogenesis through organogenesis.

BIO 305 Embryology Lab (1)**F, Sp, Su***Co-requisite:* BIO 304.

Gametogenesis, maturation and fertilization in ascaris, sea urchin development, starfish development, early development of the frog, chick, and pig embryo.

BIO 310 Genetics (3)**F, Sp, Su***Prerequisites:* BIO 204 and 205. *Co-requisite:* BIO 311

Study of the mechanisms of inheritance in organisms and populations; genes, DNA, chromosomes, mutations, genome, pedigrees, and genetic engineering.

BIO 311 Genetics Lab (1)**F, Sp, Su***Co-requisite:* BIO 310.

The study of mitosis, meiosis, animals, human beings, and plant chromosomes, salivary gland chromosomes, preparation of human leucocyte chromosomes, karyotyping, genetic ratios, gene frequency, human genetic traits from phenotypes, and pedigree analysis.

BIO 320 General Ecology (3)**F, Sp, Su***Prerequisites:* BIO 204 and 205 or permission of advisor. *Co-requisite:* BIO 321.

A general study of the interaction of individual organisms, populations and communities with their environment. Particular emphasis is placed on the ecology of South Florida and the major ecological crises facing this area.

BIO 321 General Ecology Lab (1)**F, Sp, Su***Co-requisite:* BIO 320.

The study of the distribution of plant and animal communities, habitants, ecosystems and the effects of man on environment. Field trips are included.

BIO 330 Parasitology (3)**F, Sp, Su***Prerequisite:* BIO 130 and 131. *Co-requisite:* BIO 331.

An introduction to the morphology, classification, life history, pathology, and control of parasitic and symbiotic forms of life.

BIO 331 Parasitology Lab (1)**F, Sp, Su***Co-requisite:* BIO 330.

The study of common human and animal parasites working with preserved and/or prepared specimens.

BIO 400 Evolution (3)**F, Sp, Su**

Evolutionary mechanisms and theories, sources of variation, adaptation, speciation, and macroevolution, origin of life, and humankind.

BIO 410 Microbiology (3)**F, Sp, Su***Prerequisites:* BIO 204 and 205, or 206 and 207, CHE 110 and 111. *Co-requisite:* BIO 411.

A detailed investigation of the prokaryotic cell; structural and functional characterization of the major groups; physiological activities of the role of bacteria in the environment, emphasizing agricultural, ecological and commercial usefulness; basic concepts of immunology, virology, and pathology; laboratory culture techniques and aseptic procedures; taxonomy and characterization of bacterial species; and environmental influence on growth and availability of species.

BIO 411 Microbiology Lab (1) F, Sp, Su

Co-requisite: BIO 410.

Experiments and techniques in culture, growth, maintenance, and sterilization of microbes such as bacteria, algae, fungi, and viruses.

BIO 420 Cell Biology (3) F, Sp, Su

Prerequisites: BIO 204, 205, 206 and 207. *Co-requisite:* BIO 421.

A study of the fine structure of eukaryotic and prokaryotic cells, the chemical composition and organization of cells, cell metabolism and bioenergetics, the ultrastructural and molecular organization and functions of each major cell organelle or structural component, and the molecular basis of the genetic code and gene expression.

BIO 421 Cell Biology Lab (1) F, Sp, Su

Co-requisite: BIO 420.

Biochemical measurements of carbohydrates; lipids and proteins in plasma; thin layer chromatography of amino acids, amino acid sequencing; gel electrophoresis of blood proteins; measurements of enzyme activity; reactions of nucleic acids; DNA fingerprinting; mutations in yeast; transposon mutagenesis; tissue printing; and specimen preparation for light microscopy.

BIO 430 Immunology (3) F, Sp, Su

Prerequisites: BIO 204, 205, 206 and 207 or permission of instructor. *Co-requisite:* BIO 431.

A detailed investigation of the tissues, cells and biochemical components of the immune system, and the role of immune responses in the diagnosis and prevention of disease.

BIO 431 Immunology Lab (1) F, Sp, Su

Co-requisite: BIO 430.

Agglutination reactions, precipitation and flocculation tests, enzyme immunoassays, common immunologic and serologic tests, pregnancy tests, antihuman globulin reaction (Coomb test).

BIO 440 Research I (3) F, Sp, Su

Prerequisite: Permission of instructor.

An introduction to the techniques of scientific investigation. Students, with the help of the instructor, will choose a problem in biology and design a procedure for investigation. The problem may not be original; the purpose is to help students broaden and integrate their backgrounds in the biological sciences. It may involve experimentation or reading. Students write reports on their investigation with well documented supporting evidence and present them to the instructor. Then they defend their investigation orally before colleagues, faculty, and visitors during the final week of the semester.

BIO 441 Research II (3) F, Sp, Su

Prerequisite: BIO 440 and Permission of instructor.

Open to students who have successfully completed or want to continue with their investigation of the problem that they have chosen in BIO 440.

BUSINESS MANAGEMENT

BUS 210 Applied Mathematics in Business (3) F, Sp

Prerequisite: MAT 102.

A representation of functions and related properties, properties of derivatives as a rate of change, differentiation rules, and their application in business practices. The course also covers mathematical practices related to insurance, merchandising, and credit.

BUS 211 Principles of Management (3) F, Sp, Su

Prerequisite: Sophomore standing.

This course deals with scientific management theory and organizational principles. Emphasis is placed on the development of management and organizational theory and their applications to modern arrangement.

which can be adapted to business, government, education and other social organizations.

BUS 240 Introduction to Hospitality Management (3)

Sp

Prerequisite: Sophomore standing.

A survey course providing an overview of the hospitality industry: its history, problems and general operating procedures.

BUS 310 Business Mathematics (3)

F, Su

Prerequisite: MAT 102 OR MAT 112.

This course explores mathematical problems involved in business merchandising, payrolls, calculation of simple and compound interest, discount rates, insurance, credit, and taxes.

BUS 311 Business Law I (3)

F, Sp, Su

Prerequisite: Junior standing.

This course involves the study of the legal environment of business, contracts, personal and real property, bailments, and agency.

BUS 312 Business Law II (3)

Sp, Su

Prerequisite: BUS 311.

A continuation of BUS 311 with emphasis on commercial paper, sales, partnerships, corporations, and government regulation of business.

BUS 315 Quantitative Methods for Business & Economics (3)

F, Sp

Prerequisite: BUS 210.

To integrate quantitative subjects with business decision making analysis, the following topics will be studied: static equilibrium analysis, general and partial market equilibria, linear models, comparative static analysis and the concepts of derivative, rules and their use in comparative static, optimization problems, and constrained maximization.

BUS 320 Business Statistics I (3)

F, Sp, Su

Prerequisite: BUS 210.

A review of mathematical procedures, probability, and sampling distributions as they are used in business.

BUS 321 Business Statistics II (3)

F, Sp

Prerequisite: BUS 320.

In addition to theoretical presentation, this course will cover computer-based practical application of regression theory, and linear application of the following topics: linear regression modeling and the principles of least squares, multicollinearity and auto correlation, multiple regression, and the analysis of variance.

BUS 344 Business Organization and Management (3)

F, Sp, Su

Prerequisite: BUS 211.

This is an introductory course in business organizations and management. Emphasis is on planning, policy making, staffing, delegation supervision, and organizational structure. Students are presented with problems of organizing and financing business organizations with specific emphasis on small business.

BUS 345 Business Communications & Technical Writing (3)

F, Sp, Su

Prerequisite: Junior Standing.

A study of the techniques and approaches in writing business technical documents, including business plans, reports, proposals, newsletters, resumes, brochures and annual reports. Emphasis is on organization, data gathering, writing style, content and the packaging of documents.

BUS 350 Human Resource Management (3)

F, Sp, Su

Prerequisite: BUS 211.

Attention is focused on the theory and practice of modern human resources management as related to other management functions. Topics include: EEO, recruiting; selection; training, development; job and performance evaluation; and retention.

BUS 353 Principles of Insurance (3)

Sp, Su

Prerequisite: BUS 310.

A study of the basic principles of insurance and theory of risks. Emphasis is on the following coverage: Fire, marine, health and accident, and casualty.

BUS 355 Principles of Real Estate (3)

F

Prerequisite: BUS 312.

This course covers land economics, principles of real estate finance including the study of federal and state practices in mortgages and real estate finance, brokerage, building and construction, marketing, appraisal, and real estate law.

BUS 370 Business Internship & Seminar (3)

F, Sp

Prerequisite: Senior standing or Permission of instructor.

Work experience and on-the-job training in local offices, governmental offices and business firms. A one-hour weekly seminar is directed toward the study of interviewing techniques, resume and cover letter writing skills, personal skills, and talent assessment, career planning and human relations on the job.

BUS 371 Cooperative Education in Business (6)

F, Sp

Prerequisite: Permission of chairperson

Provides students with an opportunity to alternate periods of academic training with employment in business-related environment. The course intends to improve the student's practical experience while receiving financial compensation. Approval of the division chairperson and the director of cooperative education is required.

BUS 372 Cooperative Education in Business (12)

F, Sp

Prerequisite: Permission of chairperson

Provides students with an opportunity to alternate periods of academic training with employment in business-related environment. The course intends to improve students practical experience while receiving financial compensation. Approval of the division chairperson and the director of cooperative education is required.

BUS 394 Business Ethics and Society (3)

F, Sp, Su

Prerequisite: Junior Standing

Introduces students to the general relationship between a business organization and the ethical, legal, political, social and international environments in which it operates. Business is examined as one of the nation's basic institutions which needs to be profitable while also fulfilling a social role.

BUS 400 Entrepreneurship (3)

F, Sp

Prerequisite: BUS 211

The study of the general theories, principles, concepts, and practices of creating and launching a new business. This includes identifying opportunities, preparing a business plan, and locating sources of finance.

BUS 403 Strategic Management (3)

F, Sp

Prerequisite: BUS 211, BUS 315, BUS 394.

To integrate analysis and measurement tools and knowledge of functional areas acquired in the business curriculum with the objective of developing skills in broad areas of rational decision-making in an ever-changing, global, and uncertain environment. Emphasis will be placed on strategic planning, formulation, implementation, and evaluation.

BUS 404 International Business (3)

F, Sp

Prerequisite: BUS 211.

Introductory analysis of an organization operating in an international area with emphasis given to international trade and investment, foreign exchange and financial markets, and the cultural and political interaction between a multinational corporation and the host societies.

BUS 420 Operations Research (3)

F, Sp

Prerequisite: BUS 315, BUS 320.

An introductory course in operations research. Principles and application of influence charts and decision models for linear programming, networks, queuing, inventory and transportation. A working knowledge of one of the spreadsheet programs is mandatory.

BUS 480 Managerial Psychology (3)

F, Su

Prerequisite: BUS 211.

A survey of people oriented aspects of management with emphasis on managerial and organizational theory which affects human engineering, psychology and labor relations.

BUS 498 Senior Project & Management Research (3)

F, Sp

Prerequisites: BUS 312, BUS 350, BUS 401, BUS 402, BUS 492.

A "capstone" class in management which requires students to demonstrate competence in all areas of management and a specific mastery of a particular topic in management by way of literature review and analytical analysis.

BUS 499 Independent Study (3)

F, Sp, Su

This course provides independent study of specific areas with direction and supervision of business faculty.

CHEMISTRY**CHE 110 General Chemistry I (4)**

F, Sp, Su

Co-requisites: MAT 111 and CHE 111.

This course is an introduction to basic principles of modern chemistry, including atomic structure, chemical formulas, chemical equations, bonding, stoichiometry, and properties of gases.

CHE 111 General Chemistry I Laboratory (1)

F, Sp, Su

Co-requisite: CHE 110.

An introduction to basic chemical laboratory principles and techniques including physical properties, physical measurements, percent composition, empirical formulas, types of chemical reactions, molar calculations, and calorimetry.

CHE 112 General Chemistry II (4)

F, Sp, Su

Prerequisite: CHE 110 *Co-requisite:* CHE 113.

This course is a continuation of CHE 110, including kinetics, equilibria, oxidation-reduction, acid-base theory, periodicity, nuclear chemistry, and organic chemistry.

CHE 113 General Chemistry Laboratory II (1)

F, Sp, Su

Co-requisite: CHE 112.

A continuation of CHE 111, including experiments dealing with kinetics, acid/base titration, and the qualitative analysis of metal ions.

CHE 210 Organic Chemistry I (3)

F, Sp, Su

Prerequisite: CHE 112 and 113. *Co-requisite:* CHE 211.

An introduction to the fundamentals of organic chemistry—the chemistry of carbon compounds. It covers chemical nomenclature, bonding, structure, reactivity, molecular properties, stereochemistry, reaction mechanisms, and synthesis.

CHE 211 Organic Chemistry I Lab (1)

F, Sp, Su

Co-requisite: CHE 210.

Applications of theory to techniques of identification, characterization, and reactions in chemical synthesis; purification, distillation, crystallization and evaporation, filtration, identification, characterization, melting and boiling point determination, spectroscopy and chromatography.

CHE 212 Organic Chemistry II (3) F, Sp,Su

Prerequisite: CHE 210. *Co-requisite:* CHE 213.

Organic synthesis reactions—Grignard, Friedel-Craft, Diels-Alder, Wittig, and Michael reactions; IR, NMR, UV-VIS, MS spectroscopy.

CHE 213 Organic Chemistry II Lab (1) F, Sp,Su

Co-requisite: CHE 212.

Techniques of chemical synthesis and methods of following chemical reactions and validating synthetic processes. Reactions covered are Diels-Alder, Wittig, Grignard, Friedel-Craft, halogenation.

CHE 214 Quantitative Analysis (3) F, Sp,Su

Prerequisite: CHE 112. *Co-requisite:* CHE 215.

Fundamentals of classical quantitative analysis, including gravimetric, volumetric, acid-base, redox, compleximetric, potentiometric, and absorptiometric analyses.

CHE 215 Quantitative Analysis Lab (1) F, Sp,Su

Co-requisite: CHE 214.

Analytical laboratory techniques in quantitative analysis to include the principles of gravimetric, titrametric, and spectrophotometric analysis to quantitative a material in a sample.

CHE 224 Environmental Chemistry (3) F, Sp,Su

Prerequisite: CHE110 and CHE 112 or permission of instructor. *Co-requisite:* CHE 225

Environmental chemistry is concerned principally with the chemical aspects of problems that human beings have created in the natural environment. The chemistry of ozone layer, ground-level air chemistry and air pollution, the greenhouse effect and global warming, toxic chemicals, energy production and its environmental consequences will be discussed.

CHE 225 Environmental Chemistry Lab (1) F, Sp,Su

Co-requisite: CHE 224

A study of the various pollutants and determination of their residues by physical and analytical methods.

CHE 340 Survey of Physical Chemistry (3) F, Sp,Su

Prerequisite: CHE110 and CHE 112 or permission of instructor. *Co-requisite:* CHE 341

An introduction to the main principles of physical chemistry including fundamentals of thermodynamics as applied to gases, liquids and solutions, chemical equilibria, chemical kinetics and atomic structure.

CHE 341 Survey of Physical Chemistry Lab (1) F, Sp,Su

Co-requisite: CHE 340

Representative experiments in physical chemistry designed to supplement CHE 340 including thermochemistry, phase diagrams, colligative properties, electrochemistry and chemical kinetics.

CHE 360 Physical Chemistry I (3) F, Sp,Su

Prerequisite: CHE 110, CHE 112 and MAT 201. *Co-requisite:* CHE 361

A study of the kinetic theory of gases, enthalpy and entropy, phase diagrams, thermodynamics, colligative properties, chemical equilibrium and equilibrium electrochemistry.

CHE 361 Physical Chemistry I Lab (1) F, Sp,Su

Co-requisite: CHE 360

Laboratory experiments designed to supplement CHE 360. Experiments related to thermochemistry, thermodynamics, phase behavior, colligative properties and chemical equilibrium will be included.

CHE 362 Physical Chemistry II (3) F, Sp,Su

Prerequisite: CHE 360 or permission of instructor. *Co-requisite:* CHE 363

A study of the introduction to quantum theory, atomic structure and atomic spectra, electronic transitions, rotational and vibrational spectra, magnetic resonance, X-ray diffraction, catalysis and molecular reaction dynamics.

CHE 363 Physical Chemistry Lab II (1)**F, Sp,Su***Co-requisite:* CHE 362

Laboratory experiments designed to supplement CHE 362. Experiments related to spectroscopy, kinetics, colloids, electrochemistry, diffusion and thermochemistry are performed.

CHE 380 Immunochemistry (3)**F, Sp,Su***Prerequisite:* CHE 112 and CHE 210 or permission of instructor *Co-requisite:* CHE 381

A study of the developments in immunochemistry, humoral and cell-mediated immunity, general types and other aspects of immunity, antibody-antigen binding, antibody-antigen reactions, antibody-hapten equilibrium expressions and Scatchard plot, intrinsic and multivalent binding, lattice theory, cross reactivity, double-diffusion ("Ouchterlony") method, immunoelectrophoresis, radial immunodiffusion, radioimmunoassay and enzyme-linked immunosorbent assay (ELISA).

CHE 381 Immunochemistry Lab (1)**F, Sp,Su***Co-requisite:* CHE 380 or permission of instructor

A study of the basic techniques in immunochemistry, agglutination methods, precipitation reactions, double immunodiffusion, radial immunodiffusion (RID), enzyme immunoassay (EIA), and electrophoresis techniques.

CHE 410 Instrumental Analysis (3)**F, Sp,Su***Prerequisite:* CHE 214, CHE 360, CHE 362 and PHY 252 or permission of instructor*Co-requisite:* CHE 411

A study of Instrumental methods of chemical analysis including modern spectrometric methods: nuclear magnetic resonance, infrared, visible, ultraviolet and mass spectroscopy; chromatographic methods: gas-liquid and high-performance liquid chromatography.

CHE 411 Instrumental Analysis Lab (1)**F, Sp,Su***Co-requisite:* CHE 410

Modern methods of quantitative analysis including nuclear magnetic resonance (NMR) spectrometer, mass spectrometer, UV-VIS spectrophotometer, GC and high-performance liquid chromatography (HPLC).

CHE 430 Biochemistry (3)**F, Sp,Su***Prerequisite:* CHE 212 and 213. *Co-requisite:* CHE 331.

Chemistry of proteins, carbohydrates, lipids, nucleic acids, vitamins; intermediary metabolism; biosynthesis of biomacromolecules; properties of enzymes, and molecular genetics.

CHE 431 Biochemistry Lab (1)**F, Sp,Su***Co-requisite:* CHE 330.

Application of the principles of spectrophotometry, enzyme kinetics, chromatographic separation of materials, electrophoresis, centrifugation, and isolation of biological products.

CHE 460 Advanced Inorganic Chemistry (3)**F, Sp,Su***Prerequisite:* CHE 214, CHE 360 and CHE 362 or permission of instructor *Co-requisite:* CHE 461

A study of atomic structure, molecular shape and symmetry, bonding and structure of inorganic compounds, solution chemistry, ligand field theory, organometallic compounds and advanced topics on reaction mechanisms of d-block complexes and photochemical reactions.

CHE 461 Advanced Inorganic Chemistry Lab (1)**F, Sp,Su***Co-requisite:* CHE 460

Ligand substitution reaction, rate laws, substitution in square-planar complexes, and substitution in octahedral complexes; synthesis of inorganic compounds and determination of their physical and chemical properties.

CHE 480 Undergraduate Research (1)**F, Sp,Su***Prerequisite:* senior standing and majoring in chemistry or permission of instructor.

The student works on a research project under the direction of a member of the chemistry faculty.

COMMUNICATIONS

- COM 200 Newswriting & Editing (3)** F
A lecture and laboratory course emphasizing writing for newspapers and training students in copy editing, page design, and headline writing.
- COM 201 Writing for Electronic Media (3)** Sp
Introduction to writing for radio and television with emphasis on news, features, and script preparation.
- COM 300 Principles of Public Relations (3)** F
Historical background and modern functioning of the press in a democratic society. Evaluation of media presentation.
- COM 301 Survey of Mass Communications (3)** F
The student will gain understanding and insight into the mass media.
- COM 302 Fundamentals of Radio/TV Production (3)** F, Sp
Basic principles involving the production of radio and television programs in studio and field settings, using state-of-the-art equipment.
- COM 304/SSC 304 Cultures & Film (3)** F, Sp, Su
This course will view independently and commercially made films. The analytical perspective is socio-cultural. A study of the cultural aesthetic, the political economy, the history and ideas of social living through films and selected readings, focusing on African, Latin American, Asian and francophone film.
- COM 311 Voice and Diction (3)** Sp
Developing effective articulation, focusing on pronunciation, intonation, rhythm and phrasing and on vocal anatomy and fundamentals of the science of sound.
- COM 316 History of U.S. Mass Media (3)** F
This course provides a historical background of all areas of U.S. mass media and of their roles in this society, emphasizing contributions by African Americans.
- COM 317 Publication Design (3)** Sp
A lecture and laboratory course teaching techniques of design, layout, and production of publication materials, such as brochures, newsletters, in-house magazines, using the computer.
- COM 319 International Mass Communications (3)** F
This course is designed to help students gain an understanding of world mass media—their composition, their operation, their impact on populations—and policies used by countries to develop or regulate them.
- COM 323 Organizational Communication (3)** Sp
This course investigates the role of communication in creating a productive organizational environment. It aids students in developing and strengthening their communication skills by focusing on interpersonal, group, and presentation exercises.
- COM 330 Public Opinion & Propaganda (3)** F
This course examines the nature of public opinion and propaganda from both a historical and contemporary perspective, focusing on persuasive communication techniques and economic, cultural, social and political considerations impacting mass media in human affairs and society.
- COM 331 Public Relations Campaigns (3)** F
Fund raising, campaign management, strategies and techniques. Consideration of direct mail, annual giving, deferred giving and campaign planning.

- COM 344 Diversity in Mass Communications (3)** Sp
Examines attitudes, trends and perceptions shaping communication messages.
- COM 421 Public Relations Writing (3)** F
Developing students' skill in writing speeches for special occasions, focusing on business and politics.
- COM 430 Special Topics in Mass Media (3)** F, Sp, Su
Each edition will take an in-depth examination of different areas of mass media from a social, cultural, political, and economic perspective.
- COM 441 Case Studies in Public Relations (3)** Sp
Case studies and typical public relations problems in industry, labor, education, government, social welfare and trade associations. Emphasis on research methods.
- COM 442 Law and Ethics of the Media (3)** F
An exposition of the principles of mass communication law and ethics, focusing on constitutional guarantees.
- COM 494 Public Relations Internship (3-6)** F
A program of internship in which Communications majors acquire on-the-job experience under the joint supervision of an employer and the division chairperson. May be repeated.
- COM 495 Senior Project (3)** F, Sp, Su
A program culminating activity in communication researched, written or presented and/or submitted for publication.
- COM 430 Special Topics in Mass Media (3)** F
Each edition will take an in-depth examination of different areas of the mass media from a social, cultural, political and economic perspective.
- COM 442 Law & Ethics of the Media (3)** Sp
An exposition of the principles of mass communication law and ethics, focusing on constitutional guarantees.

COMPUTER AND MANAGEMENT INFORMATION SCIENCES

- CSC 101 Introduction to Computers (3)** F, Sp
A reading intensive course which involves both theory and practical aspects of the computer. The student learns word processing & data base applications.
- CSC 220 Microcomputer Applications (3)** F, Sp
Prerequisite: CSC 101.
This is a practical course. Students will be exposed to at least 3 different types of application software - operating system; spreadsheet, desktop publishing.
- CSC 231 Programming in Basic (3)** F, Sp
Algorithm development, computer program design, structured programming utilization. Basic programming, data representation and flow charts are covered.
- CSC 232 Introduction to Programming (3)** F, Sp
Algorithm development, computer program design, structured programming utilization, Basic programming and flow charts are covered.
- CSC 250 Visual Basic (3)** Sp
Prerequisite: CSC 120.
An introductory course in business programming. The student is given the opportunity to work with an object oriented language developing small business applications.

CSC 275 PASCAL Programming (3)**F***Prerequisite:* CSC 232.

A study of PASCAL Programming Language. An introduction to data structure is included.

CSC 310 Assembly Language Programming (3)**F***Prerequisites:* CSC 101 and CSC 232.

Included are symbolic coding techniques, interrupt processing queuing, and modular programming using machine level language. Development and utilization of real-time programming techniques is also covered.

CSC 331 Advanced Basic Programming (3)**Sp***Prerequisite:* CSC 232.

The use of sequential and random access files, sorting and searching techniques, as well as the development of interactive programs is covered.

CSC 332 FORTRAN Programming (3)**F**

Programming in the FORTRAN language. Problems include scientific and business applications using structured programming techniques as applied to subroutines, modular programming, debugging, analyses, and documentation.

CSC 333 Systems Analysis and Design (3)**Sp***Prerequisites:* CSC 101, CSC 232, and CSC 332 or CSC 386.

Uses an analysis and review of existing systems to explain the structured systems analysis and design process. Working with the systems life cycles, topics include flow diagrams, cost/benefit analysis, interviewing and documentation. Students are required to solve case studies and develop a documentation portfolio.

CSC 335 Data Structures (3)**Sp***Prerequisites:* CSC 101 and CSC 232.

Fundamentals of information organization and concepts of data representation; arrays, stacks, queues, linked lists of trees, dynamic storage allocation, graphs, advanced sorting, searching and merging techniques, hashing, and symbol tables.

CSC 341 Computer Organization (3)**F***Prerequisites:* CSC 101 and CSC 232.

An introduction to the logic and design of computers, computer controlled devices, and the organization of computer hardware and software. It emphasizes operations of the central processing unit, memory, control and input-output functions, trade-offs between hardware and operating systems software, and serviceability/dependability factors in computer choice.

CSC 350 Special Problems in Computer Science I (3)**F***Prerequisites:* CSC 210 and CSC 232.

Students are directed to perform research or to do individual readings in specific areas of computer science.

CSC 351 Special Problems in Computer Science II (3)**Sp***Prerequisite:* CSC 350.

This course is a continuation of CSC 350.

CSC 360 Computer Operating Systems (3)**Sp***Prerequisite:* CSC 101, CSC 231, and CSC 332 or CSC 386.

Introduces the students to operating systems and systems programming. Topics include design, implementation and maintenance techniques, multi-level memory management and resource allocation, scheduling supervisors, loaders, I/O control systems, multi-programming, file and systems protection.

CSC 375 Networks and Data Communications (3)**Sp***Prerequisite:* CSC 360

An introduction to data communication concepts, terms and types of transmissions, multiplexing, line protocols and switching techniques. This course also covers the details of public switched networks as well as local area networks and wide area networks.

CSC 385 Artificial Intelligence (3)**F***Prerequisite:* CSC 333

Students construct knowledge base expert systems. These expert systems when in use act more like humans giving the user the impression that the computer is able to make decisions and solve problems.

CSC 386 COBOL Programming (3)**F***Prerequisites:* CSC 333.

Centers on data processing applications in business, entails techniques for organizing and processing files, sequential and random access, sorting, program maintenance, and documentation.

CSC 405 Programming Languages (3)**F***Prerequisites:* CSC 101, CSC 232, and CSC 332 or CSC 386.

Covers the fundamentals necessary for the development of computer languages. Presents a definition of programming language including types of data, structures data flow and control structures, lexical analysis, and parsing and run-time considerations. Intended for computer science and mathematics majors.

CSC 415 Computation Theory (3)**Sp***Prerequisites:* CSC 231, CSC 332, and MAT 202.

Involves the application of computers to the study of algorithms for numerical methods. Topics include interpolation, solutions to linear equations matrices, numerical differentiation, integration, and general analysis of errors associated with the algorithms.

CSC 433 Advanced COBOL (3)**Sp***Prerequisite:* CSC 386.

An advanced study in the techniques of programming using COBOL language, including indexing, SORT, COPY, Report Writer, sequential and non-sequential file maintenance. The course also includes discussions about OS, JCL, and utilities.

CSC 441 Honors Research (3)**Sp***Prerequisites:* Senior status and permission of the Chairperson.

Intended for honor students and involves research in Computer Science. Students will develop their own hypotheses and test them through a series of well-planned experiments. During the last semester of the senior year, each student will present his/her report in scientific format and defend it at a session before the College Honors Committee and members of the Division.

CSC 445 Management Information Systems (3)**F***Prerequisite:* CSC 120 and CSC 232 or CSC 332 or CSC 386.

Study of life cycle and prototyping methodologies used to develop, implement and maintain computer-based information systems. Discusses transaction processing, management information and decision-support systems. Can include case studies and team presentations. An application software program will also be used in the course.

CSC 470 C Programming (3)**F***Prerequisites:* CSC 120 and CSC 232 or CSC 332 or CSC 386.

A study of the C Programming Language

CSC 473 C ++ Programming (3)**Sp***Prerequisite:* CSC 120 and CSC 232 OR CSC 332 or CSC 386

This is a language that is in demand particularly in the scientific/business environments. It will enable the student to have a clear understanding of working effectively with graphics, creating programs that can be used as icon menus etc. Emphasis will be placed on object oriented concepts & technologies.

CSC 474 Java Programming (3)**F**

Programming with Java, an object-oriented, network-independent language, with particular emphasis on Graphical User Interface design for the Internet.

CSC 483 Database Management Systems (3)

Sp

Prerequisite: CSC 386

A course in the logical aspects of databases and database management systems, types of networks, and semantic models are examined. Concepts include optimization, security, integrity, database design and query languages. The student will also work with a Database Management Software developing applications relevant to the business environment.

CSC 485 Simulation and Management Application I (3)

F

Prerequisites: CSC 101 and CSC 232 or CSC 332 or CSC 386.

A study of program packages leading to solutions of management problems utilizing computers, input and output of numerical and non-numerical data arrays, decision tables, random and sequential disk files, analysis, programming, and documentation.

CSC 486 Simulation and Management Application II (3)

Sp

Prerequisites: CSC 485.

A continuation of CSC 485. The course includes advanced techniques for applying the computer in solving complex problems.

CSC 490 Computer Security/Ethics (3)

F

Prerequisite: CSC 360

Issues of security, privacy, and control from the viewpoint of the computer user. Emphasis on procedures for protecting systems from unauthorized use, theft, vandalism and natural disasters. Ethical issues in computer usage are covered

CSC 494 Software Project Development (3)

Sp

Prerequisites: Senior status and CSC 333.

The course provides experience for the student to integrate and sharpen skills through the use of system development and project management techniques as applied to case studies. Students work in teams on cases selected from real world situations.

CSC 498 Cooperative Education in Computer Science I (1-6)

F, Sp, Su

Prerequisite: Permission of the Chairperson.

Provides entry level work experience in the areas of analyzing, designing, implementing, and testing computer hardware and software, managing information systems, and processing data for federal, state, or local governments, private enterprises, or other agencies.

CSC 499 Cooperative Education in Computer Science II (1-12)

F, Sp, Su

Prerequisite: Permission of the Chairperson.

Provides advanced work experience in the areas of analyzing, designing, implementing, and testing computer hardware and software, managing information systems, and processing data for federal, state, or local governments, private enterprises, or other agencies.

CONTINUING EDUCATION**POR 301 Portfolio Seminar (3)**

F, Sp, Su

Pre-requisite: Must have successfully passed ENG 101, ENG 102, and ENG 103 with a "C" or higher and completion of 12 credits at FMC.

This is an intensive writing course that introduces students to the techniques of preparing a portfolio to clearly identify college level learning. This course provides sufficient supporting information and documentation for faculty to use as a basis for evaluation for life experience credit. *Requires divisional approval.*

CRIMINAL JUSTICE

CRJ 200 Introduction to the Criminal Justice System (3)

F, Su

Presents a relatively broad view of the entire criminal justice process: agencies, courts, police, correction prisons, jails, probation, and parole; providing historical and philosophical foundations of the system, developing a knowledge of terms, practices, and procedures, and emphasizing contemporary problems within the system.

CRJ 301 Criminal Law I (3)

F, Su

Designed to provide knowledge of the elements of proof necessary for prosecution of the various substantive crimes, viewing both that of the common law and statutory modifications; trial and appellate procedure, rules of evidence, codes of criminal procedure and current trends and problems within the judiciary system.

CRJ 302 Criminal Law II (3)

Sp, Su

Prerequisite: CRJ 301.

A continuation of Criminal Law I, this course places emphasis on constitutional foundations and restraints on the exercise of government power. The case study method is used, emphasizing decisions of the U.S. Supreme Court in areas of basic rights and liberties pertinent to arrest and restraint, right to counsel, search and seizure, freedom of speech, due process, the judiciary in involvement of the rule of law, and protection of individual rights in a democracy.

CRJ 303 Probation and Parole System (3)

F, Su

Examines the community-based treatment aspect of the corrections system. Probation and parole philosophy and development, pre-sentence investigation, supervision and methods are reviewed.

CRJ 304 Causes and Prevention of Delinquency and Crime (3)

Sp, Su

Provides a wide scope of knowledge in the area of application of social theory and research of the problems of delinquency and crime. Emphasis is placed on means and methods of treatment of the individual as a means of preventing criminal careers and recidivism. Institutions and agencies theory and practice explored.

CRJ 305 Confinement Facilities (3)

F, Su

Reviews the origin and development of jails, prisons and correctional facilities. Institutional procedures, physical plants, custody and control, administration and management procedures, inmate treatment, and preparation for return to the community are studied.

CRJ 306 Correctional Philosophy and Services (3)

F, Su

Emphasizes community treatment programs as alternatives to institutionalization, the use of volunteers and para-professionals, release and furlough programs. This course also examines community resources that may be brought to bear on the criminal justice system.

CRJ 400 Selected Topics in Criminal Justice (3)

Sp, Su

This course, with varying content, may be offered each semester. Topics include, for example, methods of correctional treatment, criminal investigation, government and industrial security, selected law topics, and police-community relations.

CRJ 403 Police Administration (3)

F Sp

A study of the principles of organization administration and functioning of police departments to include inspection and control, personnel training and operations. Emphasis is also placed on operational services, records, communication and custody.

CRJ 405 Law Enforcement (3)

F, Sp

A study of both procedural and substantive state statutes and state traffic laws. Legal guidelines for police officers are included.

- CRJ 406 Senior Seminar in Criminal Justice (3)

Sp, Su

Prerequisite: 12 credits in Criminal Justice.

Provide opportunities for advanced discussion and projects focusing on current issues and problems in the criminal justice system.
- CRJ 407 Constitutional Law I (3)

F, Su

An exploration of pre-constitutional development philosophy and forms of constitutions, interpretation and constructions, the amendment of constitutions, the federal system, distribution of sovereign powers, power of the executive, legislative, and judicial branches of government, constitutional limitations, guarantees and the impact of the constitution upon the criminal justice system.
- CRJ 408 Constitutional Law II (3)

Sp, Su

Prerequisite: CRJ 407 and POL 301.

A continuation of Constitutional Law I, this course additionally explores civil rights and liberties.
- CRJ 409 Criminal Evidence and Court Procedure (3)

Sp

An examination of rules governing the admissibility of evidence, specifically as they affect the law enforcement officer in the process of arrest, use of force, search, seizure, preservation, custody, testimony and courtroom procedures.
- CRJ-421 Field Placement I (6)

F, Sp, Su

Learning through authorized, supervised work experience in a selected criminal justice department or agency. Supervision of the learning experience is provided by the agency and the faculty placement director. Registration and planning with the placement director must be completed one (1) semester prior to placement.
- CRJ 422 Field Placement II (6)

F, Sp, Su

Prerequisite: CRJ 421.

This course, a continuation of field placement I, involves learning through authorized, supervised work experience in a criminal justice agency. Supervision of the learning experience is provided by the field placement director.

DANCE

- DAN 181 Dance Ensemble I (1)

F

Practical experience in dance production, including design, tryouts, choreography and public performance, under faculty supervision.
- DAN 182 Dance Ensemble II (1)

Sp

Continuation of DAN 181.
- DAN 281 Dance Ensemble III (1)

F

Continued practical experience in dance production.
- DAN 282 Dance Ensemble IV (1)

Sp

Continuation of DAN 281.
- DAN 301 History of Dance (3)

F

The evolution of dance from its earliest beginnings to the contemporary period, focusing on European developments.
- DAN 302 History of African American Dance (3)

Sp

The evolution of dance from its earliest beginnings to the contemporary period, focusing on African and African American developments.

DAN 303 Modern Dance I (2)	F
Exploration of techniques, creative aspects and theoretical concepts of modern dance, including body alignment, mechanics of breathing and phrasing, verbal and movement vocabulary.	
DAN 304 Modern Dance II (2)	Sp
Continuation of DAN 303.	
DAN 311 Jazz Dance I (2)	F
Experiences in theatrical jazz dance styles at an elementary level.	
DAN 312 Jazz Dance II (2)	Sp
Intermediate level experiences in theatrical jazz dance.	
DAN 321 Dance & Mime I (2)	F
Modern dance, stressing body alignment, rhythm, phrasing and dramatic movement.	
DAN 322 Dance & Mime II (2)	Sp
Continuation of DAN 321.	
DAN 331 Dance for Theater I (2)	F
Modern dance for the theater, stressing carriage, rhythm and phrasing through jazz techniques and style.	
DAN 332 Dance for Theater II (2)	Sp
Continuation of DAN 331.	
DAN 341 African Dance (2)	F, Sp
Dance skills and techniques from Africa and the Caribbean.	
DAN 411 Liturgical Dance (2)	F, Sp
Experience in dance used in religious worship and rituals, representing Old and New Testament and contemporary religious issues.	
DAN 421 Choreography (3)	F, Sp
Experience in developing movement phrases and combinations based on solving problems within a form and movement framework; formal study of principles of choreographic invention.	

EARTH SCIENCE

NSC 131 Survey of Earth Science (3)	F, Sp, Su
This course is designed as a survey of astronomy, geology, meteorology, and marine science to prepare teachers of earth science in the middle schools.	

ECONOMICS

ECO 200 Introduction to Economics (3)	F, Sp, Su
A general survey course of economic principles for non-business students. The course is to expose students to a broad overview of the business world and the national economy.	
ECO 201 Principles of Macroeconomics (3)	F, Sp, Su
<i>Prerequisite:</i> MAT 102 OR MAT 112.	
A study of the aggregate level of national income and output as it affects economic growth and stability, inflation, unemployment.	

- ECO 202 Principles of Microeconomic (3)** F, Sp, Su
Prerequisite: MAT 102 OR MAT 112.
 A study of supply and demand as related to individual households and firms to determine price, and of the governmental role in resource allocation.
- ECO 302 Intermediate Microeconomic (3)** F
Prerequisite: BUS 315, ECO 201.
 An advanced presentation of the role of prices in the economic decision making of households and firms. Topics include utility analysis, production and cost analysis under perfect and imperfect market structure, and rationales for and effects of anti-trust and government regulations and policies.
- ECO 310 History of Economic Thought (3)** F
Prerequisite: ECO 201, ECO 202.
 An analysis of historical development of economic doctrines and theory, emphasizing such economic schools as Smith, Marx, Keynes and the contemporary core of economic theory.
- ECO 351 Labor Economics (3)** F, Sp, Su
Prerequisite: ECO 201 and ECO 202.
 The theoretical and empirical analysis of wage determination, characteristics of labor force, employment, unemployment, income maintenance programs and labor unions. Evaluates theories of labor market discrimination against African-Americans, women, and other minorities.
- ECO 420 International Economics and Trade (3)** Sp
Prerequisite: ECO 201 and ECO 202.
 A broad view of international trade with emphasis on the theories of international trade, balance of payments, commercial policy, international specialization, exchange rates, and government intervention.
- ECO 457 Urban Economics (3)** Sp
Prerequisite: BUS 315, ECO 201, ECO 202.
 Economic analysis of urbanization and the spatial distribution. Topics include the history and origins of cities; location theory; theories of urban decay, spatial structure, poverty and discrimination.
- ECO 471 Money & Capital Markets (3)** F, Sp, Su
Prerequisite: BUS 315, ECO 202.
 Provides analytical framework to provide the necessary tools to understand the financial system, the effect of the financial system on the economy, and the effect of the economy on the financial system. Topics include: financial markets, money management of financial institutions, the Federal Reserve System, monetary policy, and international financial system.
- ECO 475 Economics of Development (3)** Sp
Prerequisite: BUS 315, ECO 201, ECO 202.
 An analysis of economic development as a process and how institutional and structural factors determine the economic changes and development in different countries.
- ECO 485 Environmental Economics (3)** F
Prerequisite: ECO 210 and ECO 202.
 A study of the relations among resource allocations, environmental concerns, and economic institutions and policy with emphasis on alternative strategies in solving the problems of environmental quality and resource scarcity.

EDUCATION

- EDU 201 Social Foundations of Education (3)** F, Sp, Su
Teacher Certification Program only.
 This course provides a clear understanding of the teaching profession and the issues and controversies

confronting American education today. It provides a comprehensive body of information on the various foundations of education and significant contemporary educational issues from a broad, substantive and interdisciplinary viewpoint. Important concepts are summarized and synthesized in a practical way to provide a balanced treatment of many controversial issues without making the course overly complicated for students.

EDU 202 Psychological Foundations of Education (3)**F, Sp, Su***Teacher Certification Program only.*

The goal of this course (Educational Psychology) is to present educational psychology as a legitimate discipline, with its own body of knowledge and its own self-identity. The major contributions from psychology for educational practice are outlined, and these ideas are presented in a manner than can be both understood and used by educators. The focus is on the learner in the learning situation, how the learner is changed by and changes those stimulus conditions known as the learning situation.

EDU 203 Sociological and Psychological Foundations of Education**F, Sp, Su***Required for all education majors and minors*

This course is an introduction to social and psychological aspects of education. The social component includes the historical, philosophical and social aspects of education. The psychological component focuses on the nature of human growth and behavior and the teaching-learning process in the classroom.

EDU 204 Teaching in Elementary Schools (3)**F, Sp, Su***Teacher Certification course and Elementary Education majors*

Emphasis will be placed on service to the elementary school community, while inspiring, motivating, and encouraging students to build a strong image about themselves and their educational needs. The teaching methodologies related to content specific areas will be studied. These content areas include reading, mathematics, social studies, science, language arts, and children's literature. This course adheres to the 27 Florida Competencies and the ACEI for Elementary Education.

EDU 205 Multicultural Diversity (3)**F, Sp, Su***Required for all majors in Education.*

This course is designed to support and extend the current concepts of culture, cultural pluralism and equity into the formal school setting. It examines the historical and theoretical precepts of these concepts, and considers the use of students' cultural backgrounds to develop effective classroom instruction and school environments. The course offers career enrichment possibilities by adhering to such recommended standards as ACEI, and The Florida Standards and the subject area competencies.

EDU 206 Teaching in Middle and Secondary Schools (3)**F, Sp, Su***Teacher Certification Course and required for Secondary majors.*

Methods, materials and procedures for teaching in the middle secondary school with emphasis on work units, lesson plans, nature of the pupil, learning activities, evaluation, reports and classroom management that focus on current trends and utilization of appropriate technology. The course includes the recommended national state and local standards.

EDU 301 Language Arts for Elementary Schools (3)**F, Sp, Su***Prerequisites:* Successful completion of ENG 101 and 102, passed Essay and English section of CLAST

The course considers principles of current scientific study of language experience in a child's life, the nature of development of needs, interests, and abilities in the basic communication skills. The course emphasizes planning and guidance of curricular activities and development of language experiences through print media texts and nonprint media which includes technology. The course offers career enrichment possibilities by adhering to such recommended standards and guidelines as IRA/NCTE, ACEI, and The Florida Education Standards and the subject area competencies.

EDU 302 Science in Elementary School (3)**F, Sp, Su***Prerequisites:* Successful completion of BIO 101, and PSC 101

This course is designed to provide techniques of instruction and methods of instruction in the delivery of an elementary science curriculum. Topics will include educational philosophies, how children learn science, learning activities, thinking skills, science resources, assessment and subject matter in the major science

content areas that include AAAS Project 2061 and NSTA scope, Sequence and Coordination Standards. The construction of theory of student learning is an integral part of the course

EDU 303 Music for Elementary Schools (3) F, Sp, Su

Prerequisites: Humanities core requirement met

This course is designed to provide a background in music for elementary classroom teachers to use in helping students to understand basic fundamentals in music to assist the student in understanding other subjects. Students will be involved in activities that are designed to motivate and make them more comfortable as teachers using music in the classroom. This course is designed to adhere to the 27 Generic Competencies state and #6 of the Elementary Education State Competencies.

EDU 304 Social Studies for Elementary Schools (3) F, Sp, Su

Pre-requisite: Social Science core requirement met

The social studies program is designed to provide a knowledge base, instructional methods and motivational techniques that will enable pre-teachers to help young people develop for effective living. Computers will be integrated into the learning process. This course is designed to follow the Florida Generic Elementary competencies and the National Council for the Social Studies (NCSS).

EDU 305 Teaching Art in Elementary Schools (3) F, Sp, Su

"Special Methods of Teaching Art in Elementary School" is designed to investigate and explore activities associated with and integral to the daily operations of an elementary school visual arts program. The course will focus upon the procedures, applications and practices involved in creating, and producing the "creative product." The design of the course was guided by the Art K-12 subject area of the State of Florida and the Association for Childhood Education International (ACEI).

EDU 307 Teaching Mathematics in Elementary Schools (3) F, Sp, Su

Prerequisite: Successful completion of Math 101 and Math 102 with a "C" or higher and passed

Mathematics sections of CLAST

This course is designed to provide students with the most current and useable information in Mathematics for elementary teachers. It also integrates great ideas and pedagogy in teaching Mathematics for elementary students. An extensive collection of problem-solving strategies, deductive reasoning, and appropriate technology are underlying themes. The general organization of the course is motivated by "Mathematics learning cube", cognitive levels, representational levels and Mathematics Curriculum and Evaluation Standards (NCTM), the State Subject Area Competencies, and Association for Childhood Education International Standard (ACEI)

EDU 308 Teaching Reading in the Elementary Schools (3) F, Sp, Su

Prerequisites: Successful completion of ENG 101, ENG 102, REA 101 or 102 with a "C" or higher and passed Essay and English section of CLAST.

Involves the reading process as it relates to principles of learning, child development, and self-image. The course considers current views of how children in early childhood become literate, of how to help children become involved and interested in their own learning, and of how to help children use reading and writing for authentic purposes. Current practices and materials in teaching reading are considered, and applied through working with children in public schools during pre-student teaching and simulated teaching in the classroom. The course offers career enrichment possibilities by adhering to such standards and guidelines as IRA/NCATE, ACEI, and the Florida Education Standards (ESC) and the subject area competencies.

EDU 309 Children's Literature (3) F, Sp, Su

Prerequisites: Successful completion of EDU 308, ENG 101, 102, REA 101 or 102 with a "C" or higher and passed Essay and English section of CLAST

An overview of literary materials for children in early childhood and elementary school with emphasis on student-teachers becoming familiar, their being able to evaluate and select literature based on children's developmental appropriateness, and their developing a sound methodology for using books to enrich children's lives. The course offers career enrichment possibilities by adhering to such standards and guidelines as IRA/NCATE, ACEI, and The Florida Education Standards, and subject area competencies.

EDU 313, 314, 315 Pre-Student Teaching Lab (1)**F, Sp, Su*****Required for all Education majors. Prerequisite:*** Successful completion of EDU 204 or 206 and EDU 203

Pre-Student Teaching is a field experience for majors in education who are preparing for status of internship. Students must observe the quality of classroom management techniques and participate in the classroom activities. These experiences help to build self-confidence, eliminate shyness, stage fright and provides an opportunity to test the decision to become a teacher.

EDU 324 Teaching Physical Education in the Elem. Schools (3)**F, Sp, Su*****Teacher Certification Course and required course for Elementary major. Prerequisite - met physical science requirement.***

This course is designed to acquaint the students with methods, procedures, techniques, and devices for teaching health and physical education in elementary schools. It uses a developmental approach and stresses exploratory methods of teaching young children a variety of games, dances, gymnastics and other health related fitness activities. This course adheres to the 27 State of Florida Generic competencies and #6 of the Florida Elementary competencies.

EDU 331 Instructional Technology (3)**F, Sp, Su*****Prerequisite:*** Successful completion of all EDU 200 level courses

This course is designed to facilitate students to incorporate media and technologies for learning into their repertoire-to use them as teaching tools and to guide students in using them as learning tools in elementary and secondary schools.

EDU 403 Teaching Reading in the Middle and Secondary Schools (3)**F, Sp, Su*****Prerequisites*** Successful completion of ENG101, 102, REA 101 or 102 and passed all sections of CLAST

A study of the reading process as it relates to secondary reading in the content area. Exposure to reading inventories, diagnostic tests, materials and techniques of developmental and corrective reading; application of these skills through working with children at the secondary level in the public schools during pre-student teaching and includes the systems approach.

EDU 408 Classroom Behavioral Management (3)**F, Sp, Su*****Senior level course required for all Education majors and minors. Prerequisites:*** Successful completion of EDU 205 and all 300 level EDU courses

This course draws upon sociologist's perspective of schools as a social organization with an emphasis on the characteristics of the classroom as a social unit, the leadership functions of the teacher, and the impact of the teacher's leadership decisions on the classroom organization and its membership. It attends to classroom management practices, the principles of field psychology, behaviorist and humanistic psychology. Motivation, effective home-school relationships, literature devoted to social and moral development, mental health aspects of teaching and legal limitations that govern the teacher-pupil relationship are topics explored for learning skills of effective teacher management. It also covers transactional analysis, teacher effectiveness training, psychodrama, sociodrama and others. This course will also draw upon technology to assist teachers in management.. EDU 408 Classroom Management addresses the 27 generic competencies for teaching that are identified in the Florida Essential Generic Teaching Competencies and Association for Childhood Education International (ACEI).

EDU 411 Diagnosis and Remediation**F, Sp, Su*****Required for all Education majors and Exceptional Education Majors Prerequisite:*** Successful completion of EDU 308 or EDU 403, ENG 101, 102, REA 101 or 102 and passed Essay and English section of CLAST

Current views on sequential developmental skills and concepts of reading, recognition and diagnosis of reading problems, and prescription and utilization of appropriate methods and materials to increase reading performances. The course offers career enrichment possibilities by adhering to such recommended standards and guidelines as IRA/NCATE, ACEI, and the Florida Education Standards and subject area competencies.

EDU 412 Teaching Methods in Physical and Health Education (K-12) (3) F, Sp, Su
Teacher Certification Course and required for Physical Education majors. Prerequisite - Successful completion of 200 and 300 level PED courses.

A broad coverage of the duties of physical education personnel, designed to acquaint the student with methods, procedures, techniques, and devices for teaching health and physical education in grades K-12.

EDU 413 Curriculum Development (3) F, Sp, Su
Required for all Secondary Education majors and minors Prerequisite: Successful completion of EDU 203, 204 or 206

A critical study of the organization, construction and administration of learning experiences in modern educational theory with emphasis on the formulation of objectives, selection, organization and integration of instructional materials. The course addresses the 27 Generic competencies throughout the theory and activities.

EDU 414 New Trends in Education (3) F, Sp, Su
Required for all Elementary Education majors. Prerequisite: Successful completion of all EDU courses except

An investigation of new trends in education at the local, state and national levels.

EDU 416 Teaching Music (6-12) (3) F, Sp, Su
Teacher Certification Course, and required for Music Education majors. Prerequisite: Successful completion of 200 and 300 level music courses.

Selection and organization of current practices and materials in the secondary school curriculum of music. It also involves analyzing contemporary methods of teaching music.

EDU 417 Teaching Social Studies in Middle and Secondary Schools (3) F, Sp, Su
Teacher Certification Course

Methods and materials for teaching Social Studies in the middle and secondary school with emphasis on objectives, selection and organization of instructional units, teaching aids methods and procedures of instruction, and processes of evaluation.

EDU 418 Teaching English in Middle and Secondary Schools (3) F, Sp, Su
Teacher Certification Course and required for English Education majors Prerequisite: Successful completion of ENG 101, 102, REA 101, or 102 and passed Essay and English section of CLAST.

Methods and materials for teaching English in the middle and secondary school with emphasis on objectives, selection and organization of instructional units, teaching aids, methods and procedures of instruction and processes of evaluation.

EDU 419 Teaching Science in Middle and Secondary Schools (3) F, Sp, Su
Teacher Certification Course and required for Science Education Majors

Objectives, contents and methods in secondary school science programs with emphasis on current practices and instructional materials.

EDU 421 Methods of Teaching Health Education (K-12) F, Sp, Su
Required for Physical Education Majors

Examines the nature and background of K-12 teaching. Styles of teaching and learning, course design, and evaluation of teachers and students are analyzed. K-12 teaching as a professional and faculty development are discussed.

EDU 422 Teaching Mathematics in the Middle Schools (3) F, Sp, Su
Prerequisite - Successful completion of 200 and 300 level mathematics course, and passed mathematics section of CLAST.

A study of effective methods of teaching mathematics in the middle schools with a discussion of textbooks and tests.

EDU 423 Teaching Mathematics in the Secondary Schools (3)**F, Sp, Su**

Pre-requisite: Successful completion of 200 and 300 level mathematics course, and passed mathematics section of CLAST.

A study of effective methods of teaching mathematics in the secondary schools with a discussion of textbooks and tests.

EDU 439 Tests and Measurements (3)**F, Sp, Su**

Required for all education majors. Prerequisite: Successful completion of 200 and 300 level courses and pass mathematics section of CLAST.

This course reflects the use of performance based procedures to measure complex achievement. The fuller array of assessment-procedures are taught along with the more formal tests and assessments. The objectives reflect new understandings of learning and cognition, and the updating of the discussion of validity and reliability is observed. New trends and issues in externally mandated tests and assessments are reflected. The utilization of technology will be evident. The course design is guided by the 27 generic competencies of the State of Florida.

EDU 450 Student Teaching (9)**F, Sp**

Prerequisite - Successful completion of all major requirements and all sections of CLAST and Professional Education subtest.

Practical experience in teaching activities of the classroom with the student in full charge of the class under the guidance of a skilled, experienced teacher in the field.

EDU 455 Methods/Materials for Teaching Languages in the Elementary School (3)**F, Sp**

Teacher Certification Course

Designed to acquaint the student with methods, media and procedures especially applicable to the teaching languages in the elementary or secondary school levels. A one-hour laboratory experience per week in a field school or college living-learning center is required.

EDU 456 Teaching Spanish in the Elementary Schools (3)**F, Sp, Su**

Teacher Certification Course

Designed methods, media, and procedures, applicable to the teaching of the Spanish language in the elementary school. There will be major emphasis on pronunciation, oral work, reading, reviews, examinations, tests, and supervised study.

EDU 457 Methods of Teaching Spanish in the Middle and Secondary School (3)**F, Sp, Su**

Teacher Certification Course.

Focuses on values of foreign language teaching, ultimate and immediate aims in Spanish language teaching, survey of methods, pronunciation, oral work, reading, grammar, reviews, examinations, tests, and supervised study. The course consists of readings and discussions, lesson planning and demonstrations, and organization of material for use in student teaching.

EDU 458 General Methods of Teaching Foreign Languages (K-12) (3)**F, Sp, Su**

Teacher Certification Course

Designed to acquaint the student with methods, media and procedures applicable to the teaching of foreign languages in grades K-12. This course consists of reading and discussions, lesson planning and demonstrations.

ESE 408 Behavior Management for Students with Varying Exceptionalities (3)**F, Sp, Su**

Prerequisites: ESE 430, ESE 434

A comprehensive course that focuses on the positive manipulation of the learning environment to promote successful behavior and skill acquisition. The student will learn how to do preventive discipline – proactive strategies and activities appropriate for managing the spectrum of exceptional students.

ESE 430 Introduction to Exceptional Child Education (3)**F, Sp, Su**

Prerequisites: Completion of all 200 level EDU courses and approval of instructor

An overview for exceptional children and effective teaching methods and procedures. The classroom teacher can work most effectively with and teach these children. It includes historical perspective, recent

programming effort for children with impairments in vision, hearing, language and speech; emotional problems and learning disabilities. It also covers children with limited intellectual capacity and gifted children.

ESE 434 Characteristics of Individuals with Varying Exceptionalities (3)

F, Sp

Prerequisite: Successful completion of ESE 430

The course integrates theory, research, and practice in the field of mental retardation, specific learning disabilities, and emotional handicaps. The course emphasizes definitions and concepts, theories of learning, classification, prevalence, etiologies, behavioral characteristics, prevention and intervention strategies, multicultural issues and classroom technology. Also at-risk factors associated with learning disabilities, emotional handicaps, and mental retardation. Service delivery system will be reviewed and current research and trends discussed.

ESE 435 Curriculum and Instruction for Mild to Moderate Individuals With Varying Exceptionalities (3) F, Sp

Prerequisites: Successful completion of ESE 430, ESE 434

A comprehensive course covering curriculum, methods and materials designed for mild to moderate levels of learning disabled, emotionally handicapped, and mentally handicapped individuals. Topics include preferred behavior management strategies and observation methods for problem behaviors used for teaching and managing students who display complex behavior problems and who need academic and pre-functional living skills. The course also covers strategic and tactical planning as well as curricula for academic, social, and prevocational skills development.

ESE 436 Curriculum and Instruction for Mild to Moderate Individuals with Varying Exceptionalities II (3) F, Sp

Prerequisites: Successful completion of ESE 430, ESE 434, ESE 435

This course provides an exhaustive covering of curriculum, methods and materials designed for mild to moderate levels of learning disabled, emotionally handicapped, and mentally handicapped individuals through the continuation of Curriculum and Instruction I. More in-depth coverage of diagnostic procedures, planning techniques, instructional methods, used of technology, and the instructional needs of individuals from diverse linguistic and cultural backgrounds. Topics include preferable behavior management strategies and observation methods for problem behaviors used for teaching and managing students displaying complex behavior problems. Additionally, the course will continue to cover academic and functional living skills, strategic and tactical planning, curricula for academic, social, and vocational skills development.

ESE 444 Introduction to Learning Disabilities (3)

F, Sp, Su

Prerequisite: Successful completion of ESE 430

An overview of the area of learning disabilities emphasizing various theoretical approaches. Etiology characteristics, and definitions in the field are covered with emphasis on behavioral characteristics of students with Learning Disabilities.

ESE 445 Curriculum and Instruction for Individuals with Learning Disabilities I (3)

F, Sp, Su

Prerequisites: Successful completion of ESE 430 and ESE 444

A comprehensive course covering curricular and instructional practices designed for learning disabled students. Topics include professionalism, assessment: strategic and tactical planning; instructional models; curricula for academic, social, and vocational skills development, collaborative consultation, transition, community resources; and crisis and health care.

ESE 446 Curriculum and Instruction for Individuals with Learning Disabilities II

F, Sp, Su

Prerequisites: Successful completion of ESE 430, ESE 444, and ESE 445

This course provides an exhaustive coverage of curriculum, methods and materials designed for students with learning disabilities through the continuation of Curriculum and Instruction I. A more in depth coverage of diagnostic procedures, planning techniques, instructional methods, uses of technology, and the instructional needs of individuals from diverse linguistic and cultural backgrounds. Specialized methods of prescriptive program planning in both; the learning correlates to include perception, memory, language, motor, attention deficits and social-emotional areas as well as academic areas of reading, writing, spelling, arithmetic, science, and social studies.

ESE 447 Advanced Assessment of Exceptional Students (3)**F, Sp***Prerequisite:* Successful completion ESE 430, ESE 435, or ESE 430 and ESE 444

This course provides a comprehensive guide to the assessment of students with disabilities. An understanding of the assessment process and the concrete, practical skills necessary to assess exceptional students will be examined.

ESE 448 Teaching in an Inclusive, Collaborative Consultative, Diverse Environment (3)**F, Sp***Prerequisite:* Successful completion of ESE 430

A course preparing teachers to meet the individual needs of students at-risk, with disabilities, or both, and who have been integrated into the general Education classroom.

HED 211 Human Sexuality (3)**F, Sp, Su***Prerequisite:* Successful completion of PED 110

This class addresses human sexuality as a dynamic and complex force that involves psychological, socio-cultural, and physiological dimensions.

HED 221 Nutritional Health (3)**F, Sp, Su***Prerequisite:* Successful completion of PED 110

This class is designed to provide students with information about the science of food and the effects that diet and nutrition have on a person's well-being.

HED 231 Substance Abuse (3)**F, Sp, Su***Prerequisite:* Successful completion of PED 110

This class is designed to provide students with information about the historical and social context in which the drugs were presented in addition to how drugs affect our lives. These drugs include human psychoactive drugs, alcohol, coffee, and cigarettes.

HED 311 Communicable Diseases (3)**F, Sp, Su***Prerequisite:* Successful completion of PED 110

This class is designed to provide students with information about the nature, prevention, control, and treatment of various communicable, acute, and chronic diseases.

HED 321 Environmental Health (3)**F, Sp, Su***Prerequisite:* Successful completion of PED 110

This class is designed to provide students with information about all the interactions of humans with their environment and the impact of the interactions on their health.

HED 411 Mental and Emotional Health (3)**F, Sp, Su***Prerequisite:* Successful completion of PED 110

This class is designed to provide students with information about the impact of stress and emotions on mental health.

HED 421 Consumer Health (3)**F, Sp, Su***Prerequisite:* Successful completion of PED 110

This class is designed to provide students with basic necessary information about all consumer products, services, and consumer protection vehicles that influence the health and welfare of people.

PED 101 Tennis, Basketball (1)**F, Sp**

This activity course provides basic instruction in the fundamentals of weight training, football and softball. Elements of the course include rules, scoring and team play.

PED 110 Dimensions of Wellness (2)**F, Sp**

This college required freshman class is designed to provide students with the basic concepts of fitness, health, and nutrition and will promote an involvement with personal well being that indicates a balanced approach to wellness.

- PED 201 Volleyball, Soccer (1)** F, Sp
This activity course provides basic instruction in the fundamentals of volleyball and soccer. Elements of the course includes rules, scoring and team play.
- PED 202 Personal Fitness and Hygiene (3)** F, Sp, Su
This course is designed to increase student knowledge of personal hygiene and physical fitness and their relationship through a combination of effective exercise and proper nutrition.
- PED 210 Swimming (1)** Sp, Su
This course provides basic instruction in the skills and knowledge of swimming. Elements of the course include crawl, back crawl, sidestroke, breaststroke, swimming and diving techniques.
- PED 213 Safety and First Aid (2)** F, Sp, Su
This course is a comprehensive study in the various areas of general safety education in the total school program, home, and community. It is designed to acquaint students with appropriate first aid techniques used in accidents and injuries.
- PED 212 Advanced Swimming (1)** Sp, Su
Prerequisite: Successful completion of PED 210
This course provides basic instruction in the development of the principle strokes, water skills, and methods of self-preservation.
- PED 215 Lifeguarding (2)** F, Sp, Su
Prerequisite: Successful completion of PED 212
Detailed Red Cross Certification in Lifesaving and Lifeguarding techniques.
- PED 311 History and Principles of Physical Education (3)** F, Sp
Prerequisites: Successful completion of 200 level PED courses
Principles of modern physical education programs including the history related to the present day program.
- PED 312 Introduction to Sports Philosophy (3)** Sp, Su
Prerequisites: Successful completion of 200 level PED courses
An introductory course dealing with the philosophy of Physical Education as applied to Athletics and Community Recreation.
- PED 313 Community Recreation (3)** Sp
Prerequisites: Successful completion of 200 level PED courses
This course will help meet the needs of those students who will work outside the school and devote their energies to recreational services. Requires six weeks in-field experience at local park or recreational site.
- PED 314 Social and Community Health (3)** F, Sp, Su
Prerequisites: Successful completion of 200 level PED courses
A study of the social aspects of community problems. Attention will be given to contemporary problems including alcohol, tobacco, substance abuse and community diseases.
- PED 315 Play and Community Recreation (2)** F
Prerequisites: Successful completion of 200 level PED courses
Recreational activities, especially games of low organization, nature and outings, activities, drama, arts and crafts.
- PED 322 Theory of Coaching and Officiating (3)** Sp
Prerequisites: Successful completion of 200 level PED courses
An analysis of events for students who plan to officiate, coach, score, and analyze play situation. Intramural games will provide the necessary laboratory for this analysis.

PED 323 Individual Group Activities (3)**F***Prerequisites:* Successful completion of 200 level PED courses

Demonstration and techniques in individual group and activities with an analysis of the skills, practice drills and progression in activities.

PED 325 Rhythmic Activity (2)**F, Sp, Su***Prerequisites:* Successful completion of 200 level PED courses

Study of fundamental steps, patterns and music and movement used in rhythmic activities including songs, plays, singing games, and American square and folk dancing.

PED 326 Modern Dancing (2)**Sp***Prerequisites:* Successful completion of 200 level PED courses

A study of basic techniques of the various dance forms, and movements; the development of an awareness and appreciation of the dance as an art and health aid in figure toning and weight controlling.

PED 327 Gymnastics, Stunts, and Tumbling (2)**F***Prerequisites:* Successful completion of 200 level PED courses

Basic techniques in tumbling, stunts, and gymnastics.

PED 401 Organization and Administration of Physical Education Programs (3)**Sp***Prerequisites:* Successful completion of 200 level PED courses

Organization and administration of physical education, highlighting the relationship to other functions of the school and athletics.

PED 402 Organization, Administration, and Supervision of Recreation Programs (3)**Sp**

Designed to meet the needs of students who will plan, direct, supervise, and administer health and recreation programs. This course includes emphasis on staffing, budgeting, evaluating and distribution of playground materials and equipment.

PED 403 Adaptive and Corrective Physical Education (3)**F***Prerequisites:* Successful completion BIO 101 and BIO 200

This course presents an anatomical and mechanical analysis on condominium and settlement house recreation, institutional recreation and suitable activities.

PED 404 Recreation for the Aged (3)**Sp**

Programming planning for the aged and retired with emphasis on condominium and settlement house recreation, institutional recreation, and suitable activities.

PED 405 Seasonal Sports (3)**F, Su**

Selected sports instruction and method of teaching in the non-traditional sports including golf, tennis, soccer and racket ball.

PED 407 Exercise Physiology (3)**F, Su***Prerequisites:* Successful completion of BIO 200 and all 200 and 300 level PED courses

Designed to study the changes in various body mechanisms that occur during exercise including long-term effects of systemic physical training.

PED 408 Kinesiology (3)**Sp***Prerequisites:* Successful completion of BIO 200 and all 200 and 300 level PED courses

The study of human bodily movements and understanding the purpose of each movement.

PED 410 Care and Prevention of Athletic Injuries (3)**F, Sp***Prerequisites:* Successful completion of PED 408 and all 200 and 300 level PED courses

The prevention and care of athletic injuries including advanced techniques in taping, wrapping, and use of therapeutic modalities.

PED 414 Psychomotor Learning (3)

F, Sp, Su

Prerequisite: Successful completion of EDU 402

A study of muscular activity associated with the mental processes in the acquisition of skills.

ESO 401 Cultural Communications and Understanding (3)

F, Sp, Su

Prerequisite: Successful completion of 200 and 300 level EDU courses

This course examines cultural factors which influence the acquisition of learning of native and target languages. The course will focus on how an awareness of native and target cultural, language, contributes to the effective teaching of the respective language. The course addresses the related State ESOL competencies.

ESO 402 Methodology of Teaching ESO (3)

F, Sp, Su

Prerequisite: Successful completion of 200 and 300 level EDU courses

A survey of techniques used in teaching TESOL including a review of audio-lingual, cognitive code, and functional/national approaches. This course examines curriculum and methods used in teaching and testing the skills of speaking, listening/understanding reading and writing. The course addresses the related State ESOL competencies.

ESO 403 Curriculum and Materials Development (3)

F, Sp, Su

Prerequisite: Successful completion of 200 and 300 level EDU courses A study of the content development, materials and evaluation of ESOL curriculum for use in bilingual or multilingual settings. The course includes a survey of techniques for assessing needs, determining objectives and designing and evaluating curriculum materials. The course addresses the related State ESOL competencies.

ESO 404 Teaching and Evaluation in ESO (3)

F, Sp, Su

Prerequisite: Successful completion of 200 and 300 level EDU courses

Development of teacher-made tests. Applied standard tests in ESOL & BLE classes. Interpretation of statistics data in grading. Testing the skills of speaking, listening/understanding reading & writing. The course addresses the related State ESOL competencies.

ENGLISH

ENG 101 English Communications I (3)

F, Sp, Su

Prerequisite: Successful completion of DSE 099 or the required minimum scores on the writing and grammar sections of the placement test.

This course focuses on effective writing, grammar review, and critical thinking. Students develop writing skills by studying classical rhetorical modes of argument and logic. Students compose college-level essays based on readings from poetry, short stories, drama, novels, periodicals, and other literature, as well as prepare portfolios. This course also incorporates the use of information technology.

ENG 102 English Communications II (3)

F, Sp, S

Prerequisite: Successful completion of ENG 101 or the required minimum scores on the writing and grammar sections of the placement test.

This is an intensive writing, reading, and research course. Students review basic grammar skills, write book reviews, college-level essays and research papers; and prepare portfolios with the use of information technology.

ENG 103 Speech (3)

F, Sp, Su

This course is designed to develop and improve skills in speech communication and delivery by exposure to various types of speeches and audiences.

ENG 301 Advanced Composition (3)**F**

A detailed study of the theory and practice of written communication, including a review of syntax and mechanics, concentrating on rhetoric and style. Designed primarily for English majors and others seeking State certification in English.

ENG 302 Business and Professional Speaking (3)**Sp**

Preparation and presentation of longer speeches based upon the purposes and occasions of speaking. Emphasis is on techniques of persuasion and careful construction of speeches based upon analysis of actual audiences.

ENG 303 English Literature I (3)**F**

British literature from Beowulf through the 18th century. Focus is on the growth and change of the English language as well as the growth and change of a nation from medieval attitudes to the rationalism of the 18th century.

ENG 304 English Literature II (3)**Sp**

Selected readings from the late 18th century to the present.

ENG 305 American Literature I (3)**F**

American literature from colonial times through Whitman. The focus is on the literature revealing the birth and growth of a national consciousness.

ENG 306 American Literature II (3)**Sp**

American Literature from Twain to present. Emphasis is on the major writers and the realist, naturalist, and modernist movements.

ENG 308 African American Literature (3)**F**

A study of African American authors and their works. Close examination of the African American legacy as a necessary basis for an adequate approach to understanding American civilization.

ENG 309 Advanced Grammar and Composition (3)**Sp**

A detailed study of traditional grammar and composition, designed primarily for English majors and future English teachers. Particular attention will be paid to correct usage in written communication.

ENG 310 Study Abroad (3-6)**Su**

On-site exploration of personalities, original manuscripts and locales of major authors.

ENG 315 Adolescent Literature (3)**F,Sp, Su**

Prerequisites: Successful completion of ENG 101, 102, REA 101 or 102 with a "C" or higher and passed English and Essay section of CLAST

An overview of literary materials for adolescents in grades 6-12 with emphasis on selection, adaptation and presentation.

ENG 342 Contemporary Fiction (3)**Sp**

Fiction from World War II to present.

ENG 344 Contemporary Poetry (3)**F**

Poetry of the contemporary period, 1945 to present.

ENG 346 Contemporary Drama (3)**Sp**

The dramatists of our time: Mamet, Shange, Shepard, Smith, Wilson and others.

ENG 383 Literary Criticism (3)**F**

Prerequisite ENG 301 & 309

Approaches to literary criticism.

- ENG 400 The Novel (3)** Sp
A study of the genre through examples from world masters such as Fielding, James, Faulkner, Dostoevski, Tolstoy, Hemingway, Wright, Ellison and others.
- ENG 401 Renaissance Literature (3)** F
A study of the major writers of the 16th and 17th centuries, excluding Shakespeare, focusing on women writers.
- ENG 402 Romantic Literature (3)** Sp
A study of poetry and prose of the period 1789-1832 in England, including writers such as Byron, Coleridge, DeQuincy, Hazlitt, Keats, Lamb, Shelley and Wordsworth.
- ENG 403 Shakespeare (3)** Sp
Examination of representative plays and sonnets.
- ENG 404 Victorian Literature (3)** F
A study of the poetry and prose of the 19th century. Authors read include Dickens, Eliot, Carlyle, Ruskin, Arnold, Tennyson, Browning, Rossetti, Eliot.
- ENG 405 Creative Writing (3)** F
Analysis and writing of poems and short stories.
- ENG 407 Myth and Literature (3)** Sp
Myth and ritual and their relationship to literature from early folklore and epic to contemporary works.
- ENG 410 Study Abroad (3-6)** Su
On-site exploration of personalities, original manuscripts and locales of major authors.
- ENG 422 Journalistic Writing (3)** Sp
This course introduces students to the principles and practices of newspaper writing, editing and layout.
- ENG 441 Women Writers (3)** Sp
Selected readings of women's writings and feminist criticism.
- ENG 443 Special Topics (3)** F
Content to be determined by the Division as requested by faculty and/or students to fill specified needs or interests.
- ENG 455 American Literature 1800-1865 (3)** F
Prerequisite ENG 102
Transcendentalism, slavery, conflict in America, etc. Representative works of Emerson, Whitman, Poe, Hawthorne, Meville, Horton, Douglass, Stowe, Brown, Truth, Fuller and other American and African-American writers.
- ENG 456 American Literature 1870-1915 (3)** Sp
Prerequisite ENG 102
Representative works of Twain, Howells, Chestnutt, Dunbar, James, Dickinson, Washington, Du Bois, Robinson, Crane, Norris, London, Johnson, Dreiser and other American and African-American writers.
- ENG 457 American Literature 1915-1945 (3)** F
Prerequisite ENG 102
Representative works of Pound, Elliot, McKay, Hughes, Toomer, Cullen, Hurston, Frost, Stevens, Cummings, Fitzgerald, Hemingway, Faulkner, O'Neill, Wright and other American and African-American writers.
- ENG 460 Applied Linguistics (3)** F, Sp, Su
An overview of the principles of linguistics applied to language teaching and learning. Emphasis on constructive analysis of native and target languages applied to teaching bilingual/ESOL or foreign language students.

ENG 465 Internship (3)**F**

This is a program of internship in which English majors acquire on-the-job experiences under the auspices of the employer and the division chairperson.

ENG 495 Senior Project (3)**F, Sp, Su**

A culminating activity in English researched, written and presented and/or submitted for publication.

ESL 098 College Language Skills I (3)**F, Sp, Su**

Prerequisite: Placement examination

A fundamental college course primarily for non-native speakers of English. Stress is on the development of all communication skills (listening, speaking, reading, writing) toward gaining functional proficiency in critical reading and academic writing.

ESL 099 College Language Skills II (3)**F, Sp, Su**

Prerequisite: Placement examination or ESL 098

Continued development of all communication skills (listening, speaking, reading, writing) toward gaining functional proficiency in critical reading and academic writing.

ENVIRONMENTAL STUDIES

ENV 101 Introduction to Environmental Science (3)**F, Sp, S**

This course is a general introduction to environmental concepts, including a history of the environmental movement, global habitats, ecosystem dynamics, population dynamics, living resources, biodiversity, environmental hazards, environmental justice, energy resources, air and water resources, eco-spirituality, and sustainability.

FINANCE

BUS 492 Business Finance (3)**F, Sp, Su**

Prerequisite: ACC 212, BUS 320, BUS 315, ECO 201.

This course is designed to make students better decision makers by focusing on contemporary finance problems facing today's manager. It examines how financial theories can be used in an environment characterized by market and institutional realities.

BUS 493 Portfolio Analysis & Management (3)**Sp**

Prerequisite: BUS 492

Integrates theoretical concepts with investment applications, and stresses the economic rationale for various investments. Software support enriches the learning experience by simulating the real world of investments. Students create and manage portfolios, trade stocks, bonds, warrants, options, futures contracts, and foreign currency.

BUS 495 Futures & Options Markets (3)**Sp**

Prerequisite: BUS 492

This course focuses on understanding how to use the financial future and options, the related cash and debt markets to achieve various financial risk management goals. Two objectives are fundamental: concepts, empirical evidence, and essential tools that facilitate the understanding of techniques and applications of hedging, pricing, and arbitrage.

BUS 496 Financial Statement Analysis (3)**F**

Prerequisite: BUS 492

This course provides a comprehensive in-depth analysis of financial statements, using data bases, published

This course provides a comprehensive in-depth analysis of financial statements, using data bases, published documents, and privately prepared reports. Software support facilities the use of planning models, forecasting models, and simulations.

BUS 497 International Money & Finance (3) F
Prerequisite: BUS 492

Today the financial marketplace is indeed global. Some key themes provide the framework for this course: the foreign exchange market, the balance of trade and payments, currency futures, options, and swaps, exchange rates and interest parity, international bond market, import and export financing, financial management of the multinational firm, and the international money market.

GENERAL EDUCATION

CLS 201 CLAST Seminar (English/Essay) (1) F, Sp, Su

This course reviews the material on the English Language and Essay subtests of the Florida College Level Academic Skills Test (CLAST). It emphasizes test-taking strategies and provides practice sessions. This course may be taken only once for credit, but may be repeated as needed by audit.

CLS 202 CLAST Seminar/Reading (1) F, Sp, Su

This course reviews the material on Reading subtest of the Florida College Level Academic Skills Test (CLAST). It emphasizes test-taking strategies and provides practice sessions. This course may be taken only once for credit, but may be repeated as needed by audit.

CLS 203 CLAST Seminar (Mathematics) (1) F, Sp, Su

This course reviews the material on the Computation subtest of the Florida College Level Academic Skills Test (CLAST). It emphasizes test-taking strategies and provides practice sessions. This course may be taken only once for credit, but may be repeated as needed by audit..

FMC 101 Education and Life Seminar (3)) F, Sp, Su

This course is designed to help new college students develop study habits, attitudes and knowledge which will lead to academic success. The course content includes Florida Memorial College's history and resources, time management, study methods, memory techniques, career exploration and cultural literacy.

REA 101 Critical Thinking and Reading (3)) F, Sp, Su

Prerequisite: Successful completion of DSR 099 or the required minimum score on the placement or diagnostic tests.

This course develops and strengthens the critical thinking skills needed for reading college and professional materials, and will include bias and propaganda, fallacies, connotation/denotation, induction/deduction problem-solving, and inferential thinking. Students will read and discuss a wide range of materials taken from the various disciplines, and will complete projects which incorporate critical thinking abilities.

GEOGRAPHY

GEO 302 Cultural Geography (3) F, Su

A study of humans' activities in the light of the interaction and interdependence of the physical and cultural environments. The emphasis will be placed on the relationship between persons and environment through

time and on the distribution of population, settlement, and resource utilization processes which have transformed natural landscapes into cultural landscapes. *Permission of instructor required.*

GEO 303 World Regional Geography (3)

Sp, Su

The geography of the world's major cultural regions. Emphasis on geographic aspects of contemporary economic, social, and political conditions. *Permission of the instructor required.*

GEO 304 Population Studies (3)

Sp

A study of demographic patterns, fertility, birth rates, death rates, and a comparison of population growth and problems and issues.

HISTORY

HIS 101 World Civilization I (3)

F, Sp, Su

This is an intensive reading and writing course. This survey course provides a balanced perspective on the birth of civilization and the development of early human cultures. It includes a prehistoric vision of the world beginning with great river valleys and extending to the age of reason and the scientific revolution.

HIS 102 World Civilization II (3)

F, Sp, Su

This is an intensive reading and writing course. This course provides a chronological survey of persons and their institutions from the age of reason, and science, to the present. Emphasis is placed on understanding the development of political, social, economic, philosophical, and religious ideas of various cultures.

HIS 103 African American History I (3)

F, Sp, Su

This is an intensive reading course. The course promotes the awareness and exploration of relevant books and materials concerning the lives, struggles, achievements, and contributions of African Americans. An opportunity is provided for students to view the past and investigate the present.

HIS 104 African American History II (3)

F, Sp, Su

This is an intensive reading course. This course is a continuation of African American History I and allows for the study of relevant books and materials concerning the African American experience through the Post-Reconstruction era, the age of Accommodation, Harlem Renaissance, the Civil Rights era and beyond.

HIS 200 History of the United States of America (3)

F, Sp, Su

This is an intensive reading and writing course. A survey of the main events of the history of the United States of America from the Age of Discovery to the present.

HIS 300 Historical Thought and Writing (3)

F, Sp

A seminar designed to introduce students to historical perspectives and to the process of writing history. Practice in critical analysis, research methodology, documentation, bibliographic forms and composition, culminating in a major research paper.

HIS 321 U.S. History to 1865 (3)

F

Prerequisite: HIS 200.

An intensive survey of the main events in the discovery and settlement, independence, and growth of the United States to the end of the civil war.

HIS 324 U.S. History Since 1865 (3)

Sp

Prerequisite: HIS 200.

A survey of the history of the United States from 1865 to the present, with emphasis on the interaction of political, social, and economic developments in the light of the nation's heritage and its contributions to the world community.

HIS 335 Africa in the Modern World (3)**F**

This course provides students with the historical background needed to understand Africa. Focuses on major political, social, economic, and cultural developments from the rise of the transatlantic slave trade to the present.

HIS 350 History of the Caribbean (3)**Sp**

Development of the major islands of Cuba, Hispanola, Jamaica, and Puerto Rico from colonial times to the present. Emphasizes evolution of plantation societies, slavery and race relations, international rivalries, economic dependence, and political independence. Offered in alternate years.

HIS 400 History of the Non-Western World (3)**Sp**

Prerequisite: HIS 101 and 102.

Survey of the history of three major areas of the non-western world; the Middle East and India, the Far-East and Africa. Emphasis will be placed upon historical, political, economic and social conditions.

HIS 405 Women in U.S. History (3)**F**

Beginning with European and African backgrounds, the course will trace the experience of women in the United States from the Colonial to the present periods. Emphasis will be given to historical and contemporary issues in the women's movements and to the efforts of women as workers, professionals, volunteers, and political activists in the shaping of our national history.

HIS 410 History of Florida and the South (3)**Sp**

A survey course of the political, economic, social, and cultural development of Florida and the South, with special emphasis on the nineteenth and twentieth centuries.

HIS 420 Independent Study (3)**F, Sp, Su**

Guided readings or activities in the social sciences. Open to students majoring in the social sciences.

Permission of instructor required.

HIS 430 Selected Topics in History (3)**Su**

Topics will vary from year to year. Seminars may be held on American, African, European, or Asian History. This course involves an intensive study of some phase of history. Emphasis will be placed on historical methods, research techniques, and the teaching of history. *Open to juniors and seniors by permission of instructor.*

MARKETING

MAR 301 Principles of Marketing (3)**F, Sp, Su**

Prerequisite: Junior standing

This class is a study of the integration and coordination of product development, promotional strategy, physical distribution, and pricing activities which direct the flow of goods and services in local, national, and international environments.

MAR 361 Retail Marketing (3)**F**

Prerequisite: MAR 301.

An examination of the role of retailing in Marketing. Attention is focused on fundamentals for successful retail management. This course emphasizes basic merchandising principles, procedures and the selling environment. Major attention is paid to aligning the four key marketing variables (4 P's) in response unfulfilled customer needs.

MAR 362 Personal Selling (3)**Sp**

Prerequisite: MAR 301.

This course examines the fundamentals of personal selling, sales training methods, motivation salesmen, simulation of sales techniques, behavioral aspects of persuasion, and social, ethical, legal responsibilities; activities performed by the sales executive; sales demonstrations; expense accounts; and the sale interview.

MAR 395 Consumer Behavior (3)

F, Sp

Prerequisite: BUS 315, MAR 301, PSY 200

This course emphasizes both the descriptive and conceptual analysis of consumer buying behavior with a focus on the theory and research essential to the understanding of individual choice behavior; intensive utilization of recent contributions from social and behavioral science literature.

MAR 460 Advertising (3)

F

Prerequisite: MAR 301.

A study of principles and practices of advertising including the organization and operation of the advertising department and agency. The course also covers advertising role in the society, effective use of media, relationship of advertising to the marketing mix, and the overall marketing strategy.

MAR 461 Marketing Channels (3)

Sp

Prerequisite: MAR 301, MAR 395.

This course focuses upon institutions, functions and decision-making in marketing channels. Wholesaling and distribution systems in retailing are emphasized. The causes and resolution of manifest conflict are also addressed.

MAR 462 International Marketing (3)

Sp

Prerequisite: BUS 315, BUS 321, MAR 301, MAR 395.

This course incorporates the marketing concept into the framework of the world market place and international business; it addresses global market segmentation; international physical distribution, pricing and product life cycle; regulations and embargoes.

MAR 490 Service Marketing (3)

F

Prerequisite: MAR 301, MAR395.

This course, which includes product support services, concerns itself with the nature and characteristics of service as well as the building of customer satisfaction through service quality. Special attention will be given to survey instruments, such as SERVQUAL and the dimensions of service quality.

MAR 498 Senior Project in Marketing Research (3)

Sp, F

Prerequisites: BUS 312, BUS 315, MAR 301.

A "capstone" class in marketing which requires students to demonstrate competence in all areas of marketing and a specific mastery of a particular topic in marketing by way of literature review and analytical analysis.

MATHEMATICS

MAT 101 College Mathematics I (3)

F, Sp, Su

Prerequisite: Successful completion of DSM 099 or the required minimum score on the placement test.

This is an intermediate algebra course. It covers linear equations and inequalities in one and two variables and their graphs. This course also covers polynomials and factoring, rational expressions, roots and radicals, and quadratic equations.

MAT 102 College Mathematics II (3)

F, Sp, Su

Prerequisite: Successful completion of MAT 101 or the required minimum score on the placement test.

This course provides students with the necessary mathematical background for matriculating in the degree-granting divisions. It covers basic aspects of sets, other bases, symbolic logic, statistics, probability, and plane geometry.

MAT 111 College Algebra (3)

F, Sp, Su

Prerequisite: Placement test result or successful completion of MAT 102.

This course is an in-depth study of the real number system and its subsystems, it includes geometric view,

representations, rational approximation or irrational numbers, laws of exponents and radicals, field properties of arithmetic operations; polynomials, rational expressions; complex number; algebraic equations, inequalities, intervals, algebraic inequalities; the Cartesian plane, distance and midpoint formulae; functions: representation of functions, notation, domain and range, evaluation of function.

MAT 112 Pre-calculus (3)

F, Sp, Su

Prerequisite: Completion of MAT 111 with a grade of "C" or better or permission of instructor.

This course is an in-depth study of concept of functions and their representations: polynomial, piecewise-defined, absolute value, rational, radical functions; sum difference, product, quotient, and composition of functions; systems of (2x2) linear equations.

MAT 113 College Trigonometry (3)

F, Sp, Su

Prerequisite: Completion of MAT 111 with a grade of "C" or better.

This course is an in-depth study of properties of trigonometric functions and their graphs; inverse trigonometric functions; and polar coordinates.

MAT 200 Applied Calculus (4)

F, Sp, Su

Prerequisite: MAT 112 with grade C or better.

The applications of calculus using computer algebra systems. A brief review of functions and plane analytic geometry; intuitive and geometric definitions of limit, continuity and derivatives; derivatives of elementary functions; applications of derivatives including optimization problems taken from various disciplines; indefinite integral, Riemann sums and definite integral; elementary techniques of integration; and applications of integration in various disciplines.

MAT 201 Calculus I (3)

F, Sp, Su

Prerequisite: MAT 113 with grade C or better, or permission of instructor.

A brief review of functions and plane analytic geometry; intuitive and geometric definitions of limit, continuity and derivative; differentiation of elementary functions; and applications of derivatives, including sketching graphs of functions, and optimization problems.

MAT 202 Calculus II (3)

F, Sp, Su

Prerequisite: MAT 201 with grade C or better.

Indefinite integral, Riemann sums and definite integral, elementary integration techniques, and applications of integration.

MAT 205 Introduction to Probability and Statistics (3)

F, Sp, Su

Prerequisite: MAT 112 with grade C or better.

Probability concepts, discrete and continuous distributions, random variables, expectation and variance, frequency distribution, statistical inferences and sampling, hypotheses testing for the mean and variance of a population.

MAT 210 Discrete Mathematics I (3)

F, Sp, Su

Prerequisite: MAT 112 with grade C or better.

Propositional and predicate logic, set theory, axiomatic construction of mathematical structures, mapping, cardinal numbers, and principles of mathematical induction.

MAT 211 Discrete Mathematics II (3)

F, Sp, Su

Prerequisite: MAT 210 with grade C or better.

Boolean Algebra, combinatorics, elementary graphs theory, trees, recurrence relations, and elementary dynamical systems.

MAT 301 Calculus III (3)

F, Sp, Su

Prerequisite: MAT 202 with grade C or better.

Inverse functions, integration techniques, L'Hospital's rule and indeterminate forms, improper integration differentiation and integration of functions in polar and parametric forms, and infinite sequences and series.

MAT 302 Multivariable Calculus (4)**F, Sp, Su***Prerequisite:* MAT 202 with grade C or better.

A short review of calculus of one variable; three dimensional coordinate systems; scalar valued functions of several variables and their graphs; equations of curves, surfaces, and solids; limits; continuity; partial derivatives of several variables; applications of derivatives; multiple integration of scalar valued functions.

MAT 303 History of Mathematics (3)**F, Sp, Su***Prerequisite:* MAT 202 with grade C or better

Origins of arithmetic and geometric concepts in early cultures, the development of mathematics in African, Chinese, Hindu, Arabic, and other cultures; mathematics in the 17th and 18th centuries, mathematics in the 19th and 20th centuries.

MAT 305 College Geometry (3)**F, Sp, Su***Prerequisite:* MAT 111 with a grade of C or better or permission of instructor.

Properties of points, lines, planes; study of geometric figures: rays, line segments, curves, polygons: properties of parallel lines; properties of triangles and polygons; the Pythagorean theorem, congruency and similarity of triangles; measurements of angles, area, and volume; and transformation geometry; non-Euclidean geometry.

MAT 307 Number Theory (3)**F, Sp, Su***Prerequisite:* MAT 112 with grade C or better.

Properties of numbers, divisibility, Euclidean Algorithm, congruence and residue classes, Diophantine equations, and quadratic residues.

MAT 309 Introduction to Modern Algebra (3)**F, Sp, Su***Prerequisite:* MAT 211.

Algebraic systems, equivalence classes, groups, rings, and fields.

MAT 350 Linear Algebra I (3)**F, Sp, Su***Prerequisite:* MAT 112 with grade C or better.

Matrices and their operations, systems of equations and matrices, determinants; properties of $\mathbb{R}^n$: linear combinations, linear dependence and independence, basis, dimension, subspaces, matrices as linear transformations, inner product, eigenvalues, and eigenvectors.

MAT 351 Linear Algebra II (3)**F, Sp, Su***Prerequisite:* MAT 350, MAT 201 with grade C or better.

Abstract vector spaces, linear transformations, positive definite matrices, canonical forms of matrices, applications in difference and differential equations.

MAT 402 Advanced Calculus (3)**F, Sp, Su***Prerequisite:* MAT 302 with a grade of C or better.

A rigorous treatment of the real and complex number systems, elements of set theory; limits, continuity, differentiability, and integration, numerical sequences and series; sequences and series of functions; power series; functions of several variables.

MAT 403 Real Analysis (3)**F, Sp, Su***Prerequisite:* MAT 301 with a grade of C or better.

Sets and functions; sequences of real numbers; series of real numbers; metric spaces; limits of a function on metric spaces; continuous functions on metric spaces; connectedness, completeness and compactness; elementary functions and Taylor series; sequences and series of functions.

MAT 404 Topology (3)**F, Sp, Su***Prerequisite:* MAT 403 with grade C or better.

Sets and functions; metric spaces; topological spaces; matrix, product and quotient spaces; compactness and connectedness; function spaces.

- MAT 405 Vector Calculus (3)** F, Sp, Su
Prerequisite: MAT 302 with grade C or better.
 The geometry of Euclidean space; vector-valued functions; limits, continuity and partial derivatives of vector-valued functions; integration; line and surface integral.
- MAT 406 Complex Variables (3)** F, Sp, Su
Prerequisite: MAT 302 with grade C or better.
 Complex numbers and their algebraic properties; elementary functions of complex variables; mapping; limit, continuity, differentiability, and integral of functions of complex variables; sequences and series of complex numbers; transformations.
- MAT 409 Dynamical Systems (3)** F, Sp, Su
Prerequisite: MAT 201 and MAT 350 with grade C or better
 Continuous dynamical systems: functions, iteration using technology, orbits, fixed and periodic points, logistic function, graphical analysis, stability, analysis of quadratic functions, chaotic quadratic functions; Introduction to discrete dynamical modeling, deriving discrete dynamical systems, equilibrium points, cobwebs, deriving difference equations, linear dynamical systems and applications to finance, social sciences, and Markov chains; nonlinear discrete dynamical systems and model of population growth and harvesting strategies, Newton's method, stability, bifurcation, and chaos.
- MAT 410 Ordinary Differential Equations (3)** F, Sp, Su
Prerequisite: MAT 301 with grade C or better.
 First order linear and nonlinear equations, numerical methods, second and higher order linear equations, series solutions, systems of linear and nonlinear equations, phase plane, stability; applications.
- MAT 411 Numerical Analysis I (3)** F, Sp, Su
Prerequisite: MAT 410 with a grade of C or better.
 The real number system, error analysis, solutions of nonlinear equations, interpolation and approximation, and numerical differentiation and integration.
- MAT 412 Numerical Analysis II (3)** F, Sp, Su
Prerequisite: MAT 411 with a grade of C or better.
 Matrices and systems of linear equations, solutions of difference and differential equations, and boundary-value problems.
- MAT 414 Probability Theory (3)** F, Sp, Su
Prerequisite: MAT 205, MAT 202 with grades of C or better.
 Finite probability spaces, random variables and combinations of events; dependence and independence, elementary limit theorems, infinite probability spaces, probability density and distribution functions, expectations, moment generating functions, and Central Limit Theorem.
- MAT 420 Directed Reading I (3)** F, Sp, Su
Prerequisites: Permission of Instructor.
 An introduction to the techniques of scientific investigation. Students, with the help of the instructor, choose a problem in mathematics and design a procedure for investigation. The problem may not be original; the purpose is to help students broaden and integrate their background in mathematics. Students write reports on their investigation with well-documented supporting evidence and present them to the instructor. Then they defend their investigation orally before colleagues, faculty, and visitors during the final week of the semester.
- MAT 421 Directed Reading II (3)** F, Sp, Su
Prerequisites: Permission of Instructor.
 Open to students who have successfully completed or want to continue with their investigation of the problem that they have chosen in MAT 420.

MAT 450 Senior Project in Mathematics I (2)**F, Sp, Su****Prerequisite:** Senior standing

This course is an introduction to the technique of scientific investigation. Senior students, with the help of a mathematics faculty, choose problems in mathematics and design procedures for investigation; investigate; write well-documented reports, and present them orally before colleagues and faculty. The problem may not be original; the purpose is to expose students to scientific investigation techniques.

MAT 451 Senior Project in Mathematics II (2)**F, Sp, Su****Prerequisite:** MAT 450

This course is a continuation of MAT 450. It is open to students who successfully completed or want to continue with their investigation of the problem that they chose in MAT 450.

MODERN FOREIGN LANGUAGES

French

FRE 201 Elementary French I (3)**F, Sp, Su****Pre-Co-requisite:** ENG 101

This course introduces the phonetic and spelling systems of the French language and emphasizes the four basic language skills (listening, speaking, reading, writing) and cultural aspects of the francophone world. NOT open to native or near-native speakers of French.

FRE 202 Elementary French II (3)**F, Sp, Su****Prerequisite:** FRE 201

This course continues development of the four basic language skills and advances students in an understanding of the culture of the francophone world. NOT open to native or near-native speakers of French.

FRE 301 Intermediate French I (3)**F, Sp, Su****Prerequisite:** FRE 202 or equivalent

This course emphasizes practice in developing oral skill using readings, dialogues and dramatic sources. It also emphasizes intermediate grammar skills and develops a fuller understanding of the structure of the French language. Aspects of French culture discussed. NOT open to native speakers.

FRE 302 Intermediate French II (3)**F, Sp, Su****Prerequisite:** FRE 301

This course emphasizes practice in developing writing skill, focusing on descriptive, narrative, expository and persuasive essay models from newspapers, magazines and literary sources. It also provides practice in grammar skill.

FRE 303 Survey of French Culture and Civilization I (3)**F, Sp****Prerequisite:** FRE 302 or FRE 324 or equivalent

This course explores the most important aspects of the culture and civilization of the Francophone world. It includes geography, history, societal and economic trends and the folklore of the peoples involved.

FRE 304 Survey of French Culture and Civilization II (3)**F, Sp**

This course continues the exploration of the most important aspects of the culture and civilization of the Francophone world, focusing on contemporary issues.

FRE 305 Survey of French Literature I (3)**F, Sp****Prerequisite:** FRE 302 or FRE 324 or equivalent

This course surveys the literature of France from its earliest manifestation through the XVII century.

- FRE 306 Survey of French Literature II (3)** F, Sp
Continuation of the survey of the literature of France from XVIII century to the contemporary period. Literary tendencies in other French speaking regions will be included.
- FRE 307 Advanced French Grammar and Composition (3)** F, Sp
Prerequisite FRE 302 or FRE 324 or equivalent
A detailed study of traditional grammar and composition, designed primarily for French minors and future teachers. Particular attention will be paid to correct usage in written communication.
- FRE 308 Advanced French Composition (3)** F, Sp
Prerequisite FRE 307
A detailed study of the theory and practice of written communication, including a review of syntax and emphasizing rhetoric and style.
- FRE 309 Business French (3)** F, Sp
Prerequisite FRE 302 or equivalent
Concentrated practice in the vocabulary and style of business correspondence and documents used in the present day Francophone world. This course is designed to improve skills in French for native speakers and others desiring to improve professional communication skills in the world of commerce.
- FRE 312 French for Native Speakers I (3)** F, Sp
This course is intended for native speakers who have had less than two (2) years or no course work in French in high school. It covers spelling, syntax and grammar, focusing on problems faced by native speakers as well as readings and practice in writing compositions in French.
- FRE 313 French for Native Speakers II (3)** F, Sp
Prerequisite FRE 312
Concentrated practice in developing writing skill, focusing on descriptive, narrative, expository and persuasive essay models from newspapers, magazines and literary sources with special attention to problems faced by native speakers.
- FRE 319 Advanced French Reading and Conversation (3)** F, Sp
Concentrated practice in speaking skill at the advanced level. The course requires intensive reading and conversation and oral presentations in the French language. Designed primarily for future teachers. Open to native speakers or others with near native fluency.
- FRE 370 French Study Abroad (3-6)** Su
This course offers a total immersion in the French language and culture through basic reading, writing and conversation. It focuses on fundamental grammar and on the culture and folklore of the host country. Division approval required.
- FRE 371 Intermediate French Study Abroad (3-6)** Su
Prerequisite FRE 202
This course offers total immersion in the target language through intermediate reading and conversation. It includes intermediate writing and grammar. Class discussions will focus on contemporary French cultural issues and the folklore of the host country. Division approval required.
- FRE 444 19th Century French Literature (3)** F
A study of the literary trends of the century--Romanticism, Realism and Naturalism and representative works.
- FRE 445 20th Century French Literature (3)** Sp
A study of the literary trends of the century--surrealism, existentialism, theater of the absurd--and representative works.
- FRE 448 African and Caribbean French Literature (3)** F
A study of the Negritude literary movement, focusing on its origin, development and influence in contemporary African and Caribbean French speaking regions, including Haiti and others.

Japanese

JAP 201 Elementary Japanese I (3)

F, Sp, Su

Pre-requisite: ENG 101

This course includes the four basic language skills (listening, speaking, reading, writing) in simple Japanese. NOT open to native or near native speakers of Japanese

JAP 202 Elementary Japanese II (3)

F, Sp, Su

Prerequisite: JAP 201

This course continues practice of the four basic language skills (listening, speaking, reading, writing) in simple Japanese. NOT open to native or near native speakers of Japanese.

Spanish

SPA 201 Elementary Spanish I (3)

F, Sp, Su

Prerequisite: Successful completion of ENG 101.

This course and its sequel, SPA 202, constitute the basic sequence in Spanish. Emphasis is on the development of competence in the language. NOT open to native or near-native speakers of Spanish.

SPA 202 Elementary Spanish II (3)

F, Sp, Su

Prerequisite: Successful completion of SPA 201

This course completes the sequence in the Spanish language general college requirement. It prepares students for advanced course work in Spanish if desired. NOT open to native or near-native speakers of Spanish.

SPA 301 Intermediate Spanish I (3)

F, Sp, Su

Prerequisite SPA 202

This course is a continuation of Spanish 202 stressing improved fluency in spoken and written Spanish as well as reviewing and developing a greater understanding of the structure of the Spanish language. It includes an emphasis on Hispanic culture. NOT open to native speakers of Spanish (See *FMC Language Requirement*).

SPA 302 Intermediate Spanish II (3)

Sp, Su

Prerequisite SPA 301

This course is a continuation of SPA 301 designed to improve fluency in spoken and written Spanish as well as to review and develop a greater understanding of the structure of the Spanish language. It includes an emphasis on Hispanic culture. NOT open to native speakers of Spanish (*See FMC Language Requirement*).

SPA 308 Advanced Spanish Composition (3)

F

Prerequisite SPA 302 or permission of instructor

A further review of Spanish grammar and its application in written exercises, focusing on personal, journalistic and academic topics.

SPA 311 Advanced Spanish Grammar (3)

Sp

Prerequisite SPA 302 or 324

A further review of Spanish grammar and its application in written exercises focusing on personal, journalistic and academic topics.

SPA 312 Peninsular Culture and Civilization (3)

F

Prerequisite SPA 302 or 312 or 324

A survey of the most important aspects of Peninsular (European) Spanish culture, including geography, history and a study of the folklore and social customs of the people of Spain.

SPA 313 Hispano-American Culture and Civilization (3)

Sp

Prerequisite SPA 302 or 312 or 324

A survey of the most important aspects of Hispano-American culture, including geography, history and a study of the folklore and social customs of the people of the former colonies of Spain.

SPA 314 Survey of Peninsular Spanish Literature (3)

F

Prerequisite SPA 302 or 324

A survey of representative examples of the most important literary works of Spain from *El Cid* through the 20th century.

SPA 315 Survey of Hispano-American Literature (3)

Sp

Prerequisite SPA 302 or 324

A survey of representative examples of the most important literary works of Hispanoamerica, from the works

SPA 309 Business Spanish (3)

Sp

Prerequisite SPA 302 or 312

Concentrated practice in the vocabulary and style of commercial correspondence and other business documents as used in present day Spain and Hispanoamerica. This course is designed to improve skills in Spanish for native speakers and others desiring to improve professional communication in the world of commerce.

SPA 319 Advanced Spanish Reading and Conversation (3)

F

Prerequisite: Successful completion of ENG 101

Concentrated practice in speaking skill at the advanced level. This course requires intensive reading, conversation and oral presentations in Spanish. Designed primarily for future teachers. Open ONLY to native speakers or students with near native fluency.

SPA 323 Spanish for Native Speakers I (3)

F

Pre-Co-requisite: Successful completion of ENG 101

This course is intended for native Spanish speakers having little or no formal course work in Spanish in high school. It covers spelling and grammar, focusing on problems faced by native speakers as well as readings and practice in writing compositions in Spanish (*see FMC Language Requirement*).

SPA 324 Spanish for Native Speakers II (3)

Sp

Pre-Co-requisite: Successful completion of ENG 101 and SPA 323

This course is a continuation of SPA 312 and focuses on readings and practice in writing compositions in Spanish. It includes a variety of written materials found in magazines, newspapers and literature. Concentrated practice in developing writing skill (*see FMC Language Requirement*).

SPA 370 Spanish Study Abroad (3-6)

Su

This course offers a total immersion in Spanish language and culture through basic conversations, readings and written work. It focuses on fundamental grammar and on the culture and folklore of the host country. Division approval required.

SPA 371 Intermediate Spanish Study Abroad (3-6)

Su

Prerequisite SPA 202 or equivalent

This course offers a total immersion in Spanish language and culture through intermediate level conversations, readings and writings. It focuses on intermediate level writing and grammar. Class discussions will cover contemporary Hispanic cultural issues as well as the history and folklore of the host country. Division approval required.

SPA 401 The Hispanic Novel (3)

F

A survey of the Novel and in Spain and Hispanoamerica. Periods and authors will be specified by the instructor.

SPA 403 El Siglo de Oro (3)**Sp***Prerequisite* SPA 302 or 324

A survey of the major works of Golden Age Spanish literature (c. 1520-1650) with particular emphasis on the works of Fray Luis de León, Lope de Vega, Luis de Góngora, Francisco de Quevedo and Pedro Calderón de la Barca.

SPA 407 Cervantes (3)**F***Prerequisite* SPA 302 or 324

An examination of the major works of Miguel de Cervantes Saavedra with special attention to *El Quijote* and its influence on the development of the modern novel.

Swahili**SWA 201 Elementary Swahili I (3)****F, Sp, Su***Prerequisite*: ENG 101

This course includes the four basic language skills (listening, speaking, reading, writing) in simple Swahili. NOT open to native or near native speakers of Swahili

SWA 202 Elementary Swahili II (3)**F, Sp, Su***Prerequisite*: SWA 201

This course continues practice of the four basic language skills (listening, speaking, reading, writing) in simple Swahili. NOT open to native or near native speakers of Swahili

MUSIC**MUS 101 Structures of Music I (3)****F, Sp**

Introduction and review of music fundamentals such as the great staff, popular music symbols for chords, traditional chords (I, IV, V, V7), analysis and arrangement of familiar melodies for solo and accompaniment, ear training and keyboard harmony.

MUS 102 Structures of Music II (3)**Sp***Prerequisite* MUS 101 or permission of instructor

Continuation of MUS 101 and the introduction of secondary dominants, transposition, four-part writing, analyzing and arranging of familiar melodies for SATB and instrument families.

MUS 125 Gospel Choir I (1)**F, Sp, Su**

This course is designed primarily for students preparing to become church musicians. Music from a cross-section of religious repertoires will be performed.

MUS 126 Gospel Choir II (1)**F, Sp, Su**

Continuation of MUS 125.

MUS 131 Applied Voice I (1)**F, Sp, Su**

This course prepares students for professional performance through systematic study of technique and literature.

MUS 132 Applied Voice II (1)**Sp**

Continuation of MUS 131.

MUS 133 Applied Keyboard I (1)**F**

This course prepares students for professional performance through systematic study of techniques and literature for acoustic piano, electronic piano and/or organ.

MUS 137	Applied Keyboard II (1)	Sp
Continuation of MUS 133.		
MUS 135	Applied Instruments/Brasswinds I (1)	F
This course prepares students for professional performance through systematic study of techniques and literature.		
MUS 136	Applied Instruments/Brasswinds II (1)	Sp
Continuation of MUS 135.		
MUS 141	Concert Chorale I (1)	F
This course is designed primarily for students preparing to become music teachers. A cross-section of music representative of different periods and styles will be performed.		
MUS 142	Concert Chorale II (1)	Sp
Continuation of MUS 141.		
MUS 145	Applied Instruments/Woodwinds I (1)	F
This course prepares students for professional performance through systematic study of techniques and literature.		
MUS 146	Applied Instruments/Woodwinds II (1)	Sp
Continuation of MUS 135.		
MUS 155	Applied Instruments/Strings I (1)	F
This course prepares students for professional performance through systematic study of techniques and literature.		
MUS 156	Applied Instruments/Strings II (1)	Sp
Continuation of MUS 135.		
MUS 161	Concert Band I (1)	F
This course is designed primarily for students preparing to become music teachers. Instrumental music from a cross-section of periods and styles will be performed.		
MUS 162	Concert Band II (1)	Sp
Continuation of MUS 161.		
MUS 165	Applied Instruments/Percussions I (1)	F
This course prepares students for professional performance through systematic study of techniques and literature.		
MUS 166	Applied Instruments/Percussions II (1)	Sp
Continuation of MUS 135.		
MUS 168	Applied Instruments/Steel I (1)	F
This course prepares students for professional performance through systematic study of techniques and literature.		
MUS 169	Applied Instruments/ Steel II (1)	Sp
Continuation of MUS 168.		
MUS 171	Jazz Band I (1)	F
This course is designed primarily for students preparing to become professional jazz musicians. Big band music from the Ellington era to today's jazz fusion will be performed.		

- MUS 173 Jazz Band II (1)** Sp
Continuation of MUS 171.
- MUS 180 Chamber Ensemble/Pop I (1)** F
This course is designed primarily for students preparing to become professional song writers and/or desiring to perform as soloists, duets, etc. in any category of music.
- MUS 182 Chamber Ensemble/Pop II (1)** Sp
Continuation of MUS 188.
- MUS 185 Chamber Ensemble/Steel I (1)** F
This course is designed primarily for students preparing to become steel band performers in any category of music.
- MUS 185 Chamber Ensemble/Steel II (1)** Sp
Continuation of MUS 185.
- MUS 196 Music Production Workshop I (1)** F
Introductory course involving the study and practice of various aspects of music production, including performance, staging, and culminating in participation in production performance.
- MUS 197 Music Production Workshop II (1)** Sp
Continuation of MUS 196 with emphasis on principles and methods of dramatic production, survey of practical phases of production and practical work in theater.
- MUS 200 Music Appreciation (3)** F
An exposition of the philosophy, principles and materials of music from earliest times to the contemporary period with illustrative examples from the ancient Egyptians, Greeks, Romans, other ancients and Christians, moderns and contemporaries, emphasizing influences and contributions by Africans and African Americans.
- MUS 201 Structures of Music III (3)** F
Prerequisite MUS 102 or permission of instructor
Continuation of MUS 102 and the introduction of sixth chords, ninths, elevenths and thirteenths; introductory counterpoint, form and analysis of small instrumental and vocal compositions.
- MUS 203 Structures of Music IV (3)** Sp
Prerequisite MUS 201 or permission of instructor
Continuation of MUS 201 and the introduction of quartal harmony, polychords and polytonality; form and analysis of large instrumental and vocal compositions.
- MUS 209 History of Music I (3)** F
Survey of Western music and influences from antiquity to the present. Emphasis is placed on societal, cultural and political influences on musicians, their music and performance practices.
- MUS 210 History of Music II (3)** Sp
Survey of African music and influences from antiquity to the present. Emphasis is placed on societal, cultural and political influences on musicians, their music and performance practices.
- MUS 225 Gospel Choir III (1)** F
Continued exercise primarily for students preparing to become church musicians. Music from a cross-section of religious repertoires will be performed.
- MUS 226 Gospel Choir IV (1)** Sp
Continuation of MUS 286.
- MUS 231 Applied Voice III (1)** F
Continued development toward professional performance through systematic study of techniques and literature.

- MUS 239 Applied Voice IV (1)** Sp
Continuation of MUS 231.
- MUS 233 Applied Keyboard III (1)** F
Continued development toward professional performance through systematic study of techniques and literature for acoustic piano, electronic piano and/or organ.
- MUS 240 Applied Keyboard IV (1)** Sp
Continuation of MUS 233.
- MUS 235 Applied Instruments/Brasswinds III (1)** F
Continued development toward professional performance through systematic study of techniques and literature.
- MUS 236 Applied Instruments/Brasswinds IV (1)** Sp
Continuation of MUS 235.
- MUS 238 Vocal Techniques (1)** F
Introduction to vocal method of creating music. Emphasis is placed upon the vocal instrument and the way sound is produced and projected.-
- MUS 241 Concert Chorale III (1)** F
Continued exercise primarily for students preparing to become music teachers. A cross-section of music representative of different periods and styles will be performed.
- MUS 243 Techniques/Brasswinds (1)** F
Introduction to brasswind method of creating music. Emphasis is placed upon playing a brasswind instrument to fully understand the way it produces sound and is used with other instruments.
- MUS 244 Concert Chorale IV (1)** Sp
Continuation of MUS 241.
- MUS 245 Applied Instruments/Woodwinds III (1)** F
Continued development toward professional performance through systematic study of techniques and literature.
- MUS 246 Applied Instruments/Woodwinds IV (1)** Sp
Continuation of MUS 245.
- MUS 247 Techniques/Woodwinds (1)** F
Introduction to woodwind method of creating music. Emphasis is placed upon playing a woodwind instrument to fully understand the way it produces sound and is used with other instruments.
- MUS 255 Applied Instruments/Strings III (1)** F
Continued development toward professional performance through systematic study of techniques and literature.
- MUS 256 Applied Instruments/Strings IV (1)** Sp
Continuation of MUS 235.
- MUS 257 Techniques/Strings (1)** F
Introduction to string method of creating music. Emphasis is placed upon playing a string instrument to fully understand the way it produces sound and is used with other instruments.
- MUS 261 Concert Band III (1)** F
Continued exercise primarily for students preparing to become music teachers. Instrumental music from a cross-section of periods and styles will be performed.
- MUS 262 Concert Band IV (1)** Sp
Continuation of MUS 261.

- MUS 265 Applied Instruments/Percussions III (1)** F
Continued development toward professional performance through systematic study of techniques and literature.
- MUS 266 Applied Instruments/Percussions IV (1)** Sp
Continuation of MUS 265.
- MUS 267 Techniques/Percussions (1)** F
Introduction to percussion method of creating music. Emphasis is placed upon playing a percussion instrument to fully understand the way it produces sound and is used with other instruments.
- MUS 268 Applied Instruments/Steel III (1)** F
Continued development toward professional performance through systematic study of techniques and literature.
- MUS 269 Applied Instruments/Steel IV (1)** Sp
Continuation of MUS 268.
- MUS 271 Jazz Band III (1)** F
Continued exercise primarily for students preparing to become professional jazz musicians. Big band music from the Ellington era to today's jazz fusion will be performed.
- MUS 273 Jazz Band IV (1)** Sp
Continuation of MUS 271.
- MUS 281 Chamber Ensemble/Pop III (1)** F
Continued exercise primarily for students preparing to become professional song writers and/or desiring to perform as soloists, duets, etc. in any category of music.
- MUS 282 Chamber Ensemble/Pop IV (1)** Sp
Continuation of MUS 281.
- MUS 285 Chamber Ensemble/Steel III (1)** F
Continued exercise primarily for students preparing to become professional steel band performers in any category of music.
- MUS 286 Chamber Ensemble/Steel IV (1)** Sp
Continuation of MUS 285.
- MUS 291 Music Criticism (3)** F
An exposition of the evaluation of musical creation, arrangement and performance from earliest times to the contemporary period. Emphasis will be placed on writing music reviews for different media.
- MUS 296 Music Production Workshop III (1)** F
Continued study and practice of all aspects of music production with emphasis on acting techniques, stage movement, interpretation of texts (scripts), musical compositions, and additional stage techniques.
- MUS 297 Music Production Workshop IV (1)** Sp
Continuation of MUS 296, including examination of historical aspects of American theater with emphasis on African-American musical theater performances and practices, culminating in performance.
- MUS 306 Anthems, Spirituals and Regular Hymns (3)** Sp
Prerequisite MUS 202 or permission of instructor
Analysis toward familiarization with anthems, spirituals and hymns with emphasis on the examination of methods for effective presentation of these vocal song types to choirs and congregations.

MUS 307 Spirituals & Lined Hymn Tunes (3)**F**

Survey, collection, analysis and arrangement of sacred folk forms, including dances, prayers, sermons, lined hymns, spirituals and improvised hymns created since slavery., emphasizing adopting, editing and arranging these song types for practical use in the church.

MUS 309 Introduction to African American Church Music (3)**F**

This course defines the development of authentic religious music practices and genres, influences from various traditional and non-traditional church denominations/ institutions. It examines the history and politics of church denominations as related to the roles and functions of church musicians and music-ministry management.

MUS 310 Gospel Music Composition and Arranging (3)**Sp**

Prerequisite MUS 202 or permission of instructor

This course emphasizes composing and arranging while performing and writing or recording hard copy, focusing on melodic, harmonic and rhythmic patterns of music composed and performed by early gospel personalities such as Thomas Dorsey, Roberta Martin, Mahalia Jackson and Clara Ward. Students will compose/arrange music.

MUS 311 Big Band Arranging (3)**F**

Prerequisite MUS 202 or permission of instructor

Big band arrangements of Fletcher Henderson, Ellington, Basie, Hampton, Johnson, etc. will be studied and arranged for bands using instruments such as electric guitars/basses and synthesizers. At least two big band arrangements will be required and played by jazz band.

MUS 312 Conducting I (2)**F**

Introduction to the basic (simple, duple and triple) patters of conducting. Particular emphasis is placed upon the way to get performers to play an anacrusis, a fermata and tempo changes.

MUS 314 Conducting II (1)**F**

Prerequisite MUS 312

Continuation of MUS 312, including the selecting and conducting of typical music used for church choirs, school bands and choirs and jazz groups.

MUS 316 Conducting III (1)**Sp**

Prerequisite MUS 314

Continuation of MUS 314, including the conducting of compound duple and triple patterns. Particular emphasis is placed upon the way to get performers to play at different dynamic levels.

MUS 315 Small Ensemble Arranging (3)**Sp**

Prerequisite MUS 202 or permission of instructor

Standard and contemporary melodies will be studied and arranged for combos, with and without vocals. Students will present at least sixty (60) minutes of music covering different styles and tempos to be performed by a campus combo.

MUS 325 Gospel Choir V (1)**F**

Continued exercise primarily for students preparing to become church musicians. Music from a cross-section of religious repertoires will be performed.

MUS 326 Gospel Choir VI (1)**Sp**

Continuation of MUS 336.

MUS 331 Applied Voice V (2)**F**

Continued development toward professional performance through systematic study of techniques and literature.

MUS 332 Applied Voice VI (2)**Sp**

Continuation of MUS 331.

- MUS 333 Applied Instruments/Keyboard V (2)** **F**
Continued development toward professional performance through systematic study of techniques and literature for acoustic piano, electronic piano and/or organ.
- MUS 335 Applied Instruments/Brasswinds V (2)** **F**
Continued development toward professional performance through systematic study of techniques and literature.
- MUS 336 Applied Instruments/Brasswinds VI (2)** **Sp**
Continuation of MUS 335.
- MUS 337 Acoustic-Electronic Signal Production I (2)** **F**
Introduction to the world of sound origination, amplification, mixing, additives and projection. The history of sound reinforcement from megaphone to today's sophistication will be presented and analyzed. Students will design specifications for a basic unit.
- MUS 339 Applied Instruments/Keyboard VI (2)** **Sp**
Continuation of MUS 333.
- MUS 340 Acoustic-Electronic Signal Production II (2)** **Sp**
Continuation of MUS 337 and the introduction of Musical Instrument Digital Interface (MIDI), sound envelop, Society of Motion Pictures and Television Engineers (SMPTE) frame tracking for movies and television, and basic hard disk recording with computer software.
- MUS 341 Concert Chorale V (1)** **F**
Continued exercise primarily for students preparing to become music teachers. A cross-section of music representative of different periods and styles will be performed.
- MUS 343 Concert Chorale VI (1)** **Sp**
Continuation of MUS 341.
- MUS 350 Applied Instruments/Woodwinds V (2)** **F**
Continued development toward professional performance through systematic study of techniques and literature.
- MUS 353 Applied Instruments/Woodwinds VI (2)** **Sp**
Continuation of MUS 335.
- MUS 351 Structures of Music V (3)** **F**
Prerequisite MUS 202 or permission of instructor
Development of auditory-visual kinship is stressed via sight-reading profressive exercises; aural identification of scales, intervals and triads; melodic, rhythmic and harmonic dictation.
- MUS 352 Structures of Music VI (3)** **Sp**
Prerequisite MUS 351 or permission of instructor
Continuation of MUS 351. Sight-Singing and Ear Training II
- MUS 355 Applied Instruments/Strings V (2)** **F**
Continued development toward professional performance through systematic study of techniques and literature.
- MUS 356 Applied Instruments/Strings VI (2)** **Sp**
Continuation of MUS 335.
- MUS 360 Concert Band V (1)** **F**
Continued exercise primarily for students preparing to become music teachers. Instrumental music from a cross-section of periods and styles will be performed.
- MUS 362 Concert Band VI (1)** **Sp**
Continuation of MUS 360.

- MUS 365 Applied Instruments/Percussions V (2)** F
Continued development toward professional performance through systematic study of techniques and literature.
- MUS 366 Applied Instruments/Percussions VI (2)** Sp
Continuation of MUS 335.
- MUS 368 Applied Instruments/Steel V (2)** F
Continued development toward professional performance through systematic study of techniques and literature.
- MUS 369 Applied Instruments/Steel VI (2)** Sp
Continuation of MUS 369.
- MUS 371 Jazz Band V (1)** F
Continued exercise primarily for students preparing to become professional jazz musicians. Big band music from the Ellington era to today's jazz fusion will be performed.
- MUS 372 Jazz Band VI (1)** Sp
Continuation of MUS 371.
- MUS 381 Chamber Ensemble/Pop V (1)** F
Continued exercise primarily for students preparing to become professional song writers and/or desiring to perform as soloists, duets, etc. in any category of music.
- MUS 382 Chamber Ensemble/Pop VI (1)** Sp
Continuation of MUS 381.
- MUS 385 Chamber Ensemble/Steel V (1)** F
Continued exercise primarily for students preparing to become professional steel band performers in any category of music.
- MUS 386 Chamber Ensemble/Steel VI (1)** Sp
Continuation of MUS 385.
- MUS 394 Jazz Improvisation & Arranging (3)** F
The study and application of various styles of improvisation and arranging for jazz and its progenitors with emphasis on composing and arranging while performing and writing or recording hard copy. Basic melodic, harmonic and rhythm patterns will be reviewed and seldom used scales, such as Dodrian, Phrygian, etc. applied to jazz, etc.
- MUS 395 Liturgical Dance (3)** F
This course presents examples of dance used in religious worship and rituals throughout history and ways of introducing it to today's congregations. Students will prepare dances representing Old and New Testament and contemporary religious issues.
- MUS 396 Music Production Workshop V (1)** F
Continued study and practice of all aspects of music production with emphasis on dance, vocal and acting techniques, and performance.
- MUS 397 Music Production Workshop VI (1)** Sp
Continuation of MUS 396, including practical integrated study and application of stage machinery, scenery, costumes, makeup, sound and light design, and theater management.
- MUS 425 Gospel Choir VII (1)** F
Continued exercise primarily for students preparing to become church musicians. Music from a cross-section of religious repertoires will be performed.

MUS 426 Gospel Choir VIII (1) Continuation of MUS 425.	Sp
MUS 431 Applied Voice VII (2) Continued development toward professional performance through systematic study of techniques and literature.	F
MUS 432 Applied Voice VIII (2) Continuation of MUS 431.	Sp
MUS 435 Applied Instruments/Brasswinds VII (2) Continued development toward professional performance through systematic study of techniques and literature.	F
MUS 436 Applied Instruments/Brasswinds VIII (2) Continuation of MUS 435.	Sp
MUS 437 Applied Instruments/Keyboard VII (2) Continued development toward professional performance through systematic study of techniques and literature.	F
MUS 438 Applied Instruments/Keyboard VIII (2) Continuation of MUS 437.	Sp
MUS 447 Applied Instruments/Woodwinds VII (2) Continued development toward professional performance through systematic study of techniques and literature.	F
MUS 449 Applied Instruments/Woodwinds VIII (2) Continuation of MUS 447.	Sp
MUS 451 Structures of Music VII (3) <i>Prerequisite</i> MUS 352 or permission of instructor Continuation of MUS 352 with emphasis on analyzing various styles, including improvisations, 20 th century harmonizations, melodic treatment, rhythms and notations in original compositions.	F
MUS 452 Structures of Music VIII (3) <i>Prerequisite</i> 451 or permission of instructor Continuation of MUS 451 with emphasis on composing large forms, such as musicals, operas, symphonies, cantatas, using traditional tertian harmonies as well as quartal and 20th century harmonies based upon social, political, cultural and religious materials. Students will compose large forms.	Sp
MUS 455 Applied Instruments/Strings VII (2) Continued development toward professional performance through systematic study of techniques and literature.	F
MUS 456 Applied Instruments/Strings VIII (2) Continuation of MUS 455.	Sp
MUS 460 Concert Band VII (1) Continued exercise primarily for students preparing to become music teachers. Instrumental music from a cross-section of periods and styles will be performed.	F
MUS 464 Concert Band VIII (1) Continuation of MU 461.	Sp
MUS 465 Applied Instruments/Percussions VII (2) Continued development toward professional performance through systematic study of techniques and literature.	F
MUS 466 Applied Instruments/Percussions VIII (2) Continuation of MUS 465.	Sp

- MUS 468 Applied Instruments/Steel VII (2)** **F**
Continued development toward professional performance through systematic study of techniques and literature.
- MUS 469 Applied Instruments/Steel VIII (2)** **Sp**
Continuation of MUS 468.
- MUS 471 Jazz Band VII (1)** **F**
Continued exercise primarily for students preparing to become professional jazz musicians. Big band music from the Ellington era to today's jazz fusion will be performed.
- MUS 472 Jazz Band VIII (1)** **Sp**
Continuation of MUS 471.
- MUS 473 Electronic Techniques (1)** **F**
Introduction to electronic method of creating music. Emphasis is placed upon playing an electronic instrument to fully understand the way it produces sound and is used with other instruments.
- MUS 481 Chamber Ensemble/Pop VII (1)** **F**
Continued exercise primarily for students preparing to become professional song writers and/or desiring to perform as soloists, duets, etc. in any category of music.
- MUS 482 Chamber Ensemble/Pop VIII (1)** **Sp**
Continuation of MUS 481.
- MUS 485 Chamber Ensemble/Steel VII (1)** **F**
Continued exercise primarily for students preparing to become professional steel band performers in any category of music.
- MUS 486 Chamber Ensemble/Steel VIII (1)** **Sp**
Continuation of MUS 485.
- MUS 487 Applied Music Recital (1)** **Sp**
Prerequisite: permission of instructor
This course represents a culmination of systematic training in voice or an instrument. Required of all graduating students.
- MUS 488 Applied Music Recital (2)** **Sp**
Prerequisite: permission of instructor
This course represents a culmination of systematic training in voice or an instrument. Required of all graduating students.
- MUS 489 Applied Music Recital (3)** **Sp**
Prerequisite: permission of instructor
This course represents a culmination of systematic training in voice or an instrument. Required of all graduating students.
- MUS 491 Business of Music I (3)** **F**
This course prepares students to understand and function as professional musicians in dealing with contracts, copyrights, negotiations, management, recordings, agents, etc. Guest lecturers from the industry will present at least fifty (50) percent of the course materials.
- MUS 492 Emotion and Music (3)** **Sp**
Prerequisite: PSY 200
This course presents examples of the way music has been used throughout history, as well as in the present, as a vehicle for modifying listeners' personalities. It presents an understanding of ways to perform for different audiences.

MUS 493 Major Applied Research Project I (3)**F****Prerequisite** MUS 491

Continuation of MUS 491. Students will research and interview-survey persons in the industry, including church administrators and club owners, and prepare introductory chapters for Major Applied Research Project (MARF).

MUS 494 Music Internship (3)**F**

A program of internship in which music majors acquire on-the-job experiences under the supervision of an employer and the music area coordinator. May be repeated.

MUS 496 Music Production Workshop IV (1)**F**

Continued study and practice of all aspects of music production with practical applications and culminating performance.

MUS 497 Music Production Workshop V (1)**Sp**

Continuation of MUS 496 with a study of the basic principles of stage directing, including selection of material, casting, rehearsal procedures and practical work in directing.

MUS 498 Major Applied Research Project II (3)**F****Prerequisite** MUS 493

Continuation of MUS 493. Students will continue research for presentation in APA style and format. Three (3) advisors (one each from the Division of Business Administration, the music area and industry) will guide and assist students and grade completed MARF.

MUS 499 Comparative European Languages for Music Majors**Sp****Pre-Co-requisite:** ENG 101

This course includes a comparison of the four basic skills (listening, speaking, reading, writing) in simple French, German and Italian. Emphasis will be placed on the musical component of the recreational dimension of the three cultures involved. For music majors only.

Music Business

MUB 001 Music Business Forum I (0)**F, Sp**

Monthly business forum to keep abreast of latest developments in the field, employment and internship opportunities, and presentations by guest speakers from all areas of the music industry

MUB 002 Music Business Forum II (0)**F, Sp**

Continuation of MUB 001.

MUB 003 Music Business Forum III (0)**F, Sp**

Continuation of MUB 002.

MUB 004 Music Business Forum IV (0)**F, Sp**

Continuation of MUB 003.

MUB 301 Introduction to Music Business (3)**F**

The history and development of the music industry, focusing on contemporary theory and practice.

MUB 302 Music Business Operations (3)**Sp**

Organization and development of businesses within music industry, including recording, retailing and publishing; company structure, business affairs and industry ethics; individual and group projects targeting music businesses in the community.

MUB 311 Computers & Music (3)

F

An introduction to basic computing skill for the musician, exploring Musical Instrument Digital Interface (MIDI) as a tool in the marketplace. Topics include MIDI sequencing, computer-assisted musical notation, and electronic keyboards.

MUB 321 Artist Management (3)

Sp

A study of the interrelation between artists and managers, talent agents, attorneys, concert promoters and others involved in the promotion of artists. Promotion, public relations, contractual relationships and career development strategies are explored.

MUB 331 Music Copyright & Publishing (3)

F

A study of the national and international protection of intellectual property through laws such as the 1976 Copyright Act. National and international publishing and licensing agreements are examined.

MUB 441 International Promotion & Marketing of Recorded Music (3)

Sp

A follow-up to MUB 302, focusing on the study of the recording industry and methods unique to it. Multinational companies, merchandising rights, domestic and international licensing of recorded music, airplay via television, radio and the Internet are examined.

MUB 451 Arts Administration & Venue Management (3)

F

A study of the management of performing arts programs and organizations. Skills relating to budgeting, event operations, facilities technology, operations management, community involvement and other activities in a performing arts center will be discussed.

MUB 461 Grant Proposal Writing (3)

Sp

Investigating, planning, developing and submitting grant proposals for cultural projects. This course taken in conjunction with MUB 451.

MUB 491 Applied Music Business Project (3)

F, Sp, Su

A culminating activity in the minor program researched, produced and/or documented by students individually or in a group.

MUB 492 Music Business Internship (3)

F, Sp, Su

Practical experience in the music industry gained by students under the supervision of professional firms and the chairperson of the Division of Humanities.

PHYSICAL SCIENCE

PSC 101 Physical Science (3)

F, Sp, Su

Prerequisite: Successful completion of MAT 101.

This course is for non-science majors only. It provides a brief overview of the major theories and problems in physics, chemistry, earth science, and astronomy. Topics include elementary mechanics, scientific notation, measurement, atomic structure, energy, electromagnetism, geology, meteorology, and the solar system.

PHYSICS

PHY 200 College Physics I (3)

F, Sp, Su

Prerequisite: MAT 111 *Co-requisite:* PHY 201.

This course covers fundamental concepts of mechanics, forces and equilibria, motion of a particle in one and two dimensions, laws of motion, work and energy, momentum, collisions in one dimension, circular motion, gravity, motion of fluids, heat, kinetics, laws of thermodynamics, wave motion and sound.

PHY 201 College Physics I Laboratory (1)**F, Sp, Su***Co-requisite:* PHY 200.

Experiments include laws of linear motion and collisions, extended circular motion, mechanical equivalent of heat, diffraction, polarization, analysis of spectral lines, propagation, reflection, and refraction of light, propagation of heat and expansion of materials.

PHY 202 College Physics II (3)**F, Sp, Su***Prerequisites:* PHY 200 and 201 *Co-requisite:* PHY 203.

This is a continuation of PHY 201 covering electrostatics, fields, resistance, direct current and circuits, alternating currents, induced EMF, electrostatic capacitors and charges, direct current circuits, electromechanical effects, magnetism and electromagnetic effects, electromagnetic induction, light and its measurement, optical instruments and simple treatment of interference and diffraction, optical spectra and atomic structure, natural radioactivity and nuclear disintegration.

PHY 203 College Physics II Laboratory (1)**F, Sp, Su***Co-requisite:* PHY 202.

Experiments include: induction; electric circuits; Ohm's Law; dependence of resistance on length; area, and temperature; parallel and series connection of resistors; motors; electromagnetism and induction; characteristics of parallel plate capacitor; motion of charges in magnetic fields; and deflection of an electron beam by homogeneous magnetic fields.

PHY 250 Physics with Calculus I (4)**F, Sp, Su***Prerequisite:* MAT 202 *Co-requisite:* PHY 251.

This course covers the principles of classical mechanics using the techniques of the calculus—vectors, laws of circular motion, work/energy conservation laws, linear and angular momentum, rotation of rigid bodies, oscillatory motion, the laws of thermodynamics, and the kinetic theory of gases.

PHY 251 Physics with Calculus I Laboratory (1)**F, Sp, Su***Co-requisite:* PHY 250.

Experiments include error estimation, laws of linear motion and collision; extended circular motion; mechanical equivalent of heat; diffraction; polarization; analysis of spectral lines; propagation, reflection, and refraction of light; transfer of heat, and expansion of materials using calculus.

PHY 252 Physics with Calculus II (4)**F, Sp, Su***Prerequisites:* PHY 250, PHY 251. *Co-requisite:* PHY 253.

This course covers electric fields and forces, Gauss' Law, electric potential, capacitance and dielectrics, current and resistance, direct current circuitry, magnetic fields and their sources, Faraday's Law, inductance and alternating current circuits, geometric optics, and physical optics using the calculus techniques.

PHY 253 Physics with Calculus II Laboratory (1)**F, Sp, Su***Co-requisite:* PHY 252

Experiments include induction; electric circuits; Ohm's Law; dependence of resistance on length, area, and temperature; parallel and series connection of resistors; motors; electromagnetism and induction; characteristics of parallel plate capacitors; motion of charges in a magnetic field; and deflection of an electron beam by homogeneous magnetic fields.

POLITICAL SCIENCE**POL 301 U.S. Government (3)****F, Su**

A survey of the structure, function, theory and practices of United States government.

POL 302 State and Local Government (3)**Sp, Su**

A study of state and local government in America with emphasis on principles, functions and administration of state, county and local government.

- POL 311 Comparative Government (3)** Sp
Prerequisite: POL 301
A comparative study of the backgrounds, institutions, and policies of the United States, England, France, the Soviet Union and Sweden.
- POL 330 International Politics (3)** F
Prerequisite: POL 301
A study of geographic political, economic and ideological factors which influence the behavior of nations.
- POL 331 Politics of Black Americans (3)** Sp
An analysis of the political behavior of Black Americans and the issues which affect them in a significant way.
- POL 333 Politics of Governmental Finance** F
Prerequisite: POL 301
An assessment of politics, planning and administration of governmental budgets.
- POL 334 Public Personnel Administration (3)** Sp
Focuses upon the theory, practice and organization of public personnel training, classification, compensation, promotion and human relations.
- POL 337 Public Policy Analysis (3)** Sp
A study of the forces shaping public policy and the consequence of policy design, public bureaucracy and their programs and decision making.
- POL 338 Administration of Social Services (3)** F, Su
Designed to enable one to understand the process of planning and administering basic social services, including housing, recreation, health care, policy and welfare.
- POL 340 Third World Politics (3)** F
An analysis of selected political systems in Africa, Latin America, the Caribbean and Asia.
- POL 403 Management of Federal Government (3)** Sp
An investigation of the executive, legislative and judicial branches of government.
- POL 407 Constitutional Law I** F, Sp
This course takes a look at the development and philosophies of constitutions. Emphasis is placed on the role, interpretations, and procedures of the Constitution of the United States of America.
- POL 408 Constitutional Law II** F, Sp
Prerequisite: POL 407
This course is a continuation of Constitutional Law I and examines the interpretations, and amendments of the Constitution. An exploration of constitutional limitations and guarantees is included.
- POL 430 Research in Political Science (3)** F, Su
This course deals with principles and techniques of research in political science.
- POL 436 Political Theory (3)** Sp, Su
Political thought and writings Greek antiquity to modern times; Emphasis is placed on the leading political figures.
- POL 490 Field Placement I (6)** F, Sp, Su
Supervised field work with a governmental or other public affairs oriented organization.

POL 491 Field Placement II (6)

F, Sp, Su

Prerequisite: POL 490.

A continuation of field placement I with supervised field work in a governmental or other public affairs agency.

PUBLIC ADMINISTRATION**PAD 301 Concepts and Issues of Public Administration (3)**

Sp, Su

An introductory study of the theory and practice of governmental administration in differing environments, the role of administrator in public policy issues facing administrators, and techniques of administration.

PAD 302 Management of Urban Government (3)

Sp, Su

A study of the problems of local government units in the urban environment. Emphasis is placed on the organization and function of local agencies.

PAD 303 Principles of Public Planning (3)

F

A study of the basic concepts of community planning, regional, county and city. Consideration is given to master plans, including purpose, content, and method of implementation.

PAD 304 Public Personnel Administration (3)

F, Su

An analysis of personnel problems with emphasis on supervision and management of public employees and public organizations in a period of change.

PAD 305 Florida Law and Public Governance (3)

F

A study of Florida law governing the nature, regulation, and control of counties, charter cities, school districts and special districts. The creation, alteration, dissolution, legal actions by and against, powers and duties, the rights and liabilities of local governments are also studied.

PAD 306 Administrative Behavior (3)

Sp, Su

A study of social, psychological and behavioral theories of organization. Consideration is given to the concepts of administrative leadership, the organization, and the individual with emphasis on governmental organizations.

PAD 401 Management of State Government (3)

F

Prerequisite: POL 301 and PAD 301.

A study of the administration and constitutional problems of state management in the American federal system. Emphasis is placed on the State of Florida.

PSYCHOLOGY**PSY 200 Introduction to Psychology (3)**

F, Sp, Su

This is an intensive reading course. The course is an introduction to psychological terms, facts, and principles and is designed to aid students in understanding themselves and others. Behavior is analyzed and interpreted through a discussion of such topics as growth and development in infancy, childhood, adolescence, and adulthood; states of awareness; learning and thinking; motivation and emotion; mental health; and social behavior.

PSY 301 Psychopathology (3)

F

The study of various abnormal phases of behavior; prevention and treatment of certain social-emotional problems; examination of recent clinical and experimental findings.

- PSY 302 Clinical Psychology (3)** Sp
The history and current status of clinical psychology; professional ethics and interpersonal concerns; clinical assessment and prediction; theory and practice of behavior change.
- PSY 303 Experimental Psychology (3)** F
This course deals with selected laboratory experiments and demonstrations, lectures, collateral readings in methods and results of psychological experimentation.
- PSY 304 Physiological Psychology (3)** Su
An investigation of basic neuroanatomy and neurophysiology followed by an introduction to the physiological basis of sensation, arousal, motivation, memory, and learning.
- PSY 306 Developmental Psychology (3)** F
The study of the development of personality, intelligence, and motivation from childhood to adulthood. The role of social learning in the developmental process will be investigated.
- PSY 307 History and Systems of Psychology (3)** Sp, Su
A study of the development of psychology as a body of science and the historical background of psychology.
- PSY 308 Personality Theory (3)** Sp, Su
An examination of the place of personality theory in various approaches to the fields of personality. Studies include the structures, determinants, dynamics and developmental characteristics of personality.
- PSY 309 Research Methods (3)** F, Sp, Su
A study of methods for designing, organizing, conducting and evaluating research.
- PSY 310 Community Psychology (3)** F, Sp, Su
A systematic integration of the principles of psychotherapy, behavior modification, gerontology, social psychology, vocational testing, and psychological methodology into community psychology.
- PSY 312 Introduction to Statistics (3)** F, Sp, Su
An introduction to probability and statistics. This course exposes students to techniques, and procedures that have proven useful to Psychology and other areas of the Social Sciences.
- PSY 401 Advanced Statistics (3)** F, Sp, Su
Further study of quantitative methods of correlation, chi-square, contingency and analysis of variance.
- PSY 402 Clinical Interview and Behavioral Assessment (3)** F, Sp, Su
An introduction to approaches to counseling. The theoretical foundations and methodologies of the major clinical psychology theorists will be examined.
- PSY 403 Psychology of Learning (3)** F, Sp, Su
A study of the theories of learning. It includes motivation of learning and experimental findings relative to animal and human learning and retention. Theories of Pavlov, Thorndike, Hull, Tolman, Guthrie, Skinner, and Hebb are introduced.
- PSY 405 Assessment and Evaluation (3)** F, Sp, Su
An introduction to the process of psychological testing. Topics will include basic test terminology, administration, interpretation, validity, reliability, ethics, etc.
- PSY 406 Social Psychology (3)** F, Sp, Su
The study of the relationship of the individual to social systems. Topics such as social behavior, attitude development, social conflict, and group processes will be investigated.
- PSY 407 Psychology of the African-American (3)** F, Sp, Su
The primary focus of this course will be to examine the major psycho-cultural influences which have shaped the psychological lives and functioning of African-Americans. Special attention will be given to examining

the appropriateness of the Eurocentric psychological tradition in examining and describing the behavior and experience of African-Americans.

PSY 410 Practicum I (6) F, Sp, Su

This course provides for institutional placement for psychology majors. Composed of an on-site study of research practices, group treatment practices and psychotherapy. Authorization for placement must be obtained from the division's practicum placement director. Registration and planning with the practicum director must be completed one semester prior to placement.

PSY 411 Practicum II (6) F, Sp, Su

The continuation of PSY 410 for psychology majors. Composed of on-site study, research practices, testing and analysis, and group treatment practices and psychotherapy.

RELIGION AND PHILOSOPHY

Philosophy

PHI 200 Aesthetics (3) Sp

A survey of aesthetic theory and major contributors.

PHI 301 Introduction to Western Philosophy (3) F

A survey of Western philosophy and major philosophers.

PHI 302 Introduction to Eastern Philosophy (3) Sp

A survey of Eastern philosophy and major philosophers.

PHI 311 History of Western Philosophy-Ancient (3) F

The evolution of Western philosophy, focusing on major contributors of antiquity.

PHI 312 History of Western Philosophy-Modern (3) Sp

The evolution of Western philosophy, focusing on major contributors of the modern period.

PHI 321 Contemporary Aesthetics (3) F, Sp

An in-depth look at aesthetics across the arts in the contemporary period.

PHI 331 Contemporary Ethics (3) F, Sp

An in-depth look at ethical behavior in the contemporary world.

PHI 341 Critical Thinking/Informal Logic (3) Sp

The role of reasoning in an academic setting.

PHI 411 Philosophy of Education (3) F

The evolution of learning theory and practice.

PHI 421 Philosophy of the Humanities (3) Sp

The evolution of arts theory and practice.

PHI 431 Philosophy of Science (3) F

The evolution of scientific theory and practice.

PHI 441 Philosophy of the Social Sciences (3) Sp

The evolution of social theory and practice.

PHI 491 Phenomenology (3)

F, Sp

Contemporary phenomenological theory and practice.

Religion**REL 101 Intro to Religions (3)**

F, Sp, Su

This is an intensive reading course surveying the practices and associated customs of the major recognized religions of the world, such as Judaism, Christianity, Hinduism and Islam.

REL 201 Introduction to Philosophy (3)

F, Sp, Su

This is an intensive reading and writing course surveying Western philosophy and its major philosophers.

REL 202 Philosophy of Religion (3)

F, Sp, Su

This course is designed to give students an incisive approach to an understanding of the basic philosophy which undergirds the formulation of religions concepts. Special emphasis is placed on fundamental concepts and ideas about ethics, epistemology, metaphysics, and aesthetics as these bear upon religious experience and belief.

REL 203 Literature of the Old Testament (3)

F

A comprehensive analysis of the major division of the books of the Old Testament. Consideration will be given to authorship, dates and historical setting. Attention will focus on the Documentary Hypothesis and the implications of higher and lower criticism for biblical studies. Elective upon request.

REL 204 History of the Hebrew People (3)

Sp

This course is designed to give students an appreciation for the history of the ancient Hebrew people and the development of the Judaic faith. Cultural intermingling of the Hebrews with surrounding nations and its effect on the development of Hebrew social, political and religious perspectives of life will be emphasized.

REL 302 Survey of the New Testament (3)

Sp

A comprehensive study of the twenty-seven books comprising the New Testament. Special attention is given to the variations which are to be found in the four gospels. The prominence of the Pauline letters, the general epistles and the Johannine writings to an understanding of the books in the New Testament will be emphasized.

REL 303 Greek I (3)

F

A technical and fundamental understanding of the Greek language to facilitate rapid reading and interpretation of words and phrases. Emphasis is placed on the importance and use of the Greek lexicon in understanding the word meanings.

REL 308 Greek II (3)

Sp

Prerequisite REL 303

This is a continuation of the fundamentals of Greek grammar. Attention is given to vocabulary and sentence structure. Rapid reading of Greek text.

REL 310 The Psalms (3)

Sp

An understanding of the composite structure of the Psalter. Special attention is given to authorship, possible dates of the writing of the five divisions of the Book of Psalms. The deristical aspects of the Psalter will be considered.

REL 313 Life and Letters of Paul (3)

F

An in depth understanding of the man Paul and his cultural and religious background which find expression in his epistles, teaching, and doctrine. Paul's Hebraic background brings into focus such New Testament doctrines as justification by faith, the Lord's Supper, the resurrection of the dead, adoptionism, etc.

REL 322 Christian History (3)

Sp

The growth and development of the early Christian church and its progress toward present times. The impact of secular movements on Christian thinking will be observed. The stability of the Christian church through changing times will be emphasized.

REL 323 History of the Baptists (3)**F**

The origin of the Baptist denomination on the European continent through its transmission to the Western hemisphere. Similarities and dissimilarities to other denominations will be pointed out. A basic understanding of its fundamental doctrines and beliefs. Recommended only for students in sympathy with sectarian emphasis.

REL 324 The Intertestamental Period (3)**Sp**

A brief survey of the political conditions of this period. The impact of foreign culture on Jewish theology, the rise of religious parties, and the writing of the books of the Apocrypha. Special attention will be given to the change or changes in Jewish theological concepts carried over into the New Testament.

REL 351 Pastoral Ministry (3)**F**

A study of principles and methods for the preparation and delivery of sermons, with pastoral visiting and counseling, the planning of church worship services and other special duties for pastors. For ministerial students only.

REL 353 Church Leadership (3)**F**

Designed for both ministers and religiously mature lay students wishing to equip themselves for effective church leadership. Students will be assigned responsibilities in their churches, visit other churches for observation and carry out assigned work under the joint supervision of church leaders and Religion and Philosophy staff.

REL 401 Christian Education (3)**F**

A study of the foundations and principles of Christian Education, with a view toward understanding the methods by which the Christian faith can be inculcated in the total life of the home and the church.

REL 402 8th and 7th Century Prophets (3)**Sp**

An examination of the function and importance of prophecy and poetry in Old Testament times, followed by detailed study of the Biblical books in these classifications.

REL 403 Hebrew I (3)**F**

A study of the fundamentals of Hebrew grammar including translation and transliteration of a number of passages from the textbook.

REL 404 Hebrew II (3)**Sp**

Further study of Hebrew grammar. Rapid reading of the books of Genesis and Ruth.

REL 405 Internship I (3)**F, Sp, Su**

A program of Internship in a Church or Agency where ministerial students and mature lay persons may learn how to operate within these systems.

REL 406 Internship II (3)**F, Sp, Su**

Continuation of REL 405.

REL 408 Evangelism**F, Sp, Su**

A survey of evangelistic endeavors, including Christ, the Master Evangelist, early evangelism in Acts, and strategies for evangelism in contemporary society.

REL 409 Pastoral Counseling**F, Sp, Su**

A survey of counseling in the ministry, including practice and process (the Biblical approach), problems and dangers, reliable resources and referral agencies.

REL 410 Homiletics (3)**Sp**

This course emphasizes the structure, preparation, and delivery of sermons with a view toward improving the presentation of the gospel message through the medium of preaching.

REL 420 Internship in Religious Education (3)

F, Sp, Su

Prerequisite REL 401

A program of research in Christian education practices in a local church. Open to students interested in Christian education. Students, supervisors and Religion and Philosophy faculty will work out a contract for this internship. Students' grades will be reported by supervisors prior to the end of the term.

REL 431 Biblical Ethics (3)

F

This course uses the case study method approach to the ethics of the Bible; it will help students understand the variety of ethical approaches present in Old and New Testament scriptures as a *prerequisite* to all other ethics courses.

REL 432 Christian Ethics (3)

Sp

Prerequisite REL 431

An introduction to Christian ethical theology. Includes a study of historical and contemporary ethicists and special issues raised by them. This course will explore subjects of personal choice, social concern and policies.

REL 434 Life of Christ (3)

Sp

A comprehensive study of the life Christ, including his teaching ministry, the miracles, parables and pithy sayings. Emphasis will be placed on his role as Messiah, Savior, and Lord.

REL 435 African American Religion (3)

F

A comprehensive examination of the roots of the cultural and religious experience of African Americans in the American ethos. The course explores the African background, the slave experience, emancipation and the growth of cultural nationalism as these have contributed to American culture.

REL 450 Sociology of Religion (3)

Sp

An elective course offered to majors in Social Science and Religion in which the sociological development of religion in America will be studied. Particular emphasis will be given to the sociological foundation and development of major denominations, the Black Church and the cults.

REL 463 Seminar in African American Theology (3)

F

An analytical and critical approach to African American theology as expressed in African American religious writings from the past and present.

REL 495 Senior Project (3)

Sp

A culminating activity in religion researched, written and presented and/or submitted for publication.

SOCIAL SCIENCES**SSC 101 Contemporary Society I (3)**

F, Sp, Su

This is an intensive reading course. The course covers the basic concepts of culture, individual and group interaction, social stratification, socialization, primary groups and associations, and a study of the methods, techniques, and findings of sociology, psychology and anthropology as they are combined to reveal humans in their cultural environment.

SSC 102 Contemporary Society II (3)

F, Sp, Su

This is an intensive reading course. This course covers the evolution of social political and economic institutions. Consideration is given to the scarcity of resources and the struggle for power.

SSC 200 Cultural Anthropology (3)

F, Sp, Su

This course covers the comparative study of cultures, with emphasis on kinship, economic and political organizations and cultural change.

SSC 300 Research Methods (3)**F, Sp, Su**

The treatment of sociological research methods with emphasis on the logic of social inquiry, problems of research design and execution, qualitative and quantitative analysis.

SSC 302 Introduction to Statistics (3)**F, Sp, Su**

Prerequisite: SOC 301.

An introduction to descriptive and inferential statistics. This course offers insight into the area of probability and statistical analysis. Emphasis is placed on techniques and procedures that have proven useful to various areas of the social sciences. An introduction to a computer package is also provided.

SSC 304/CUL 304 Cultures and Film**F, Sp**

This course will view independently and commercially made films. The analytical perspective is socio/cultural. Focus will be placed on African, Latin American, Asian and Francophone film productions dealing also with issues of class, religion, and gender.

SSC 320 Cooperative Education**F, Sp, Su**

This course allows students to undertake employment related to the major in order to obtain practical experience and financial compensation. This course can be taken by any student with a major in Social Sciences who has completed the junior year of study. Approval of the division chair and the director of cooperative education is required.

SSC 321 Cooperative Education (6)**F, Sp, Su**

This course allows students to undertake employment related to the major in order to obtain practical experience and financial compensation. This course can be taken by any student with a major in Social Sciences who has completed the junior year of study. Approval of the division chair and the director of cooperative education is required.

SSC 400 Independent Study**F, Sp, Su**

This course provides independent direction and supervision of a social science instructor.

SSC 400 African-American Women in American Society (3)**Sp, Su**

An examination of historical and contemporary roles of African American women in society. The course includes study of socio-political and psychological forces affecting African American women.

SSC 404 Selected Topics in Social Science (3)**F, Su**

An opportunity for interdisciplinary study in the social sciences as well as special topics of current relevance in the various social science disciplines.

SSC 405 Contemporary Social Change (3)**Sp, Su**

Prerequisite: SSC 300

An analysis of the dynamic basis of American social change. Dealing with perspectives on American culture from a point of view that analyzes the American myth of Western cultural supremacy. Cultural nationalism with special emphasis on Black cultural life, will be the core consideration in the course. Reading will be extensive. Students will both participate in and monitor projects and seminars that bear on the course of study. It is an advanced course of study for upper division students committed to intensive reflections on nationalism and social change in American life.

SSC 421 Field Placement I (6)**F, Sp, Su**

Prerequisite: Senior Status. Advisor's approval.

Learning through authorized, supervised work experience in the students area of study. Student placement at appropriate, area-related work sites, are conducted by the division's field placement director. Authorization for field placement must be obtained, from the field placement director, one semester before placement.

SSC 422 Field Placement II (6)

F, Sp, Su

Prerequisite: SSC 421.

A continuation of Field Placement I. Learning through authorized, supervised work experience in the student's area of study. Student placement must be authorized by the division's field placement director, one semester before placement.

SSC 423 Senior Project (3)

F, Sp, Su

Prerequisite: Senior Status

A culminating course for seniors in the social sciences. Seniors are required to demonstrate an understanding of their field by developing and presenting an in depth study; in their major. The topic investigated must be submitted to and approved by the advisor and the division chairperson.

SSC 424 Field Experience (3)

F, Sp, Su

This course involves directed learning: to include student visitations to, and assignments to the major field. The final essay for this experimental learning course is theme based.

SOCIAL WORK

SOW 401 Social Work Practice (3)

F, Su

A study of social work theory and practices. The course will bring together different theories and modalities currently influencing social work.

SOW 402 Social Work as a Profession (3)

F, Su

Survey of the field of social work including the social work: social casework, group work, community organization, research and administration. Case material is used to illustrate certain concepts and methods.

SOW 403 Social Welfare as an Institution (3)

Sp, Su

Exploration of the background and development of social services in relation to economic, political and social change, an analysis of the of the delivery of social services in urban society with attention directed to social welfare policies and programs. Field observation is utilized to relate various services and activities to course content.

SOW 404 Social Work Seminar (3)

F, Su

Prerequisite: SOW 401

An advanced course for social work majors provides opportunity for students to read, analyze current literature, issues and developments in the field of social work.

SOW 405 Social Policy (3)

Sp, Su

An examination of the policy making process with attention to the structure of power and decision-making at the national, state and local levels of government. The course takes into account the vested interest and influence of the private sector. Models for policy formulation and analysis are also explored.

SOW 406 Social Casework and Group Work (3)

F, Su

Designed for students to develop knowledge and skills in working with individuals, families and groups. Students can also learn theories of group formation, group process and group work techniques.

SOW 407 Aging and Social Work (3)

Sp, Su

An introduction to gerontology and social work. This course provides an opportunity to explore perspectives of social work in dealing with the aging process.

SOW 408 Social Work Writing Techniques (3)

F, Su

Methods of case recording is the focus of this course. Students learn how to record relevant data and how to write brief, clear and meaningful case notes, treatment plans, and social histories.

SOCIOLOGY

SOC 200 Introduction to Sociology (3)

F, Sp, Su

This course is a systematic study of society to gain an intelligent awareness and understanding of questions dealing with man in social relationships; a study of the nature, concepts and principles of sociology, society, culture, socialization, groups, institutions and organizations; class systems; social change and social processes.

SOC 303 Social Problems (3)

F

A study of nature, extent, causes and consequences of major social problems which relate to social disorganization and pathology in American communities today. Analysis of attempts to alleviate such problems are included.

SOC 304 Social Psychology (3)

F, Sp, Su

A survey of the effect of physical, mental, and emotional growth and development on social interaction. Social and cultural influences on human behavior are studied. Major schools of social psychological perspective are also reviewed.

SOC 305 Group Dynamics (3)

F, Sp, Su

The study of group interaction patterns and the role individuals play in group interaction. Special problems of intra-group relations, and ethnic, racial, and religious group interactions, are included.

SOC 306 Urban Social Movements (3)

F, Su

This course examines different forms of collective behavior. However, special emphasis is given to social movements as a form of collective behavior and as a response to social problems, values, disorganization, and deviance.

SOC 307 Community Organization (3)

F, Sp, Su

The evolution of community organizations, their structure, functions and practices. Emphasis is placed on the creation of community organizations and techniques of community organizations to meet social problems.

SOC 308 Urban Sociology (3)

F, Sp, Su

Study of the nature, causes and consequences of urbanization, the origin and development of the city, social and demographic characteristics of urban population, ecological processes, organization, functions and problems of urban communities such as transportation, housing, homelessness.

SOC 309 Sociology of Deviance (3)

Sp, Su

This course presents an examination of the definition and nature of deviance and its function in social settings, the various forms of deviance and the historical and contemporary definition of deviance.

SOC 400 Independent Study (3)

Sp, Su

This course provides independent research of specific areas with direction and supervision of a sociology instructor.

SOC 402 Racial and Cultural Groups (3)

F, Su

An analysis of intra-group and intergroup relations, from the standpoint of contemporary sociology, anthropology, and social psychology. Major theoretical developments and research problems in fields of race relations are included. The nature and types of racial and cultural groups, causes and consequences of prejudice and discrimination, democratic values and scientific facts, and approaches to resolving intergroup problems are emphasized.

SOC 403 Marriage and Family (3)

Sp, Su

A study of marriage and family as a social institution subject to the impact of biological, psychological, socio-cultural and religious-ethnic forces. Special emphasis is placed on the African American family in America.

- SOC 404 Seminar in Social Theory (3)** Sp, Su
A survey of the major social theories and their relationship to social research. Theories included are those of Marx, Durkheim, Park, Summer, Cooley, Mead, Veblen, Johnson, Frazier, Weber, Parsons and others.
- SOC 405 Survey Research (3)** F, Su, Su
Prerequisite: SSC 300
This course provides an opportunity for exploring and utilizing survey research techniques. Opinion polls, telephone surveys, mail questionnaires, panel studies and others are investigated.
- SOC 406 Contemporary Black America (3)** F, Sp, Su
This is an intensive reading course. This sociology course examines historical, social, political, and economic factors affecting those of African descent, living in America today. This course focuses on African Americans, Africans, South Americans and individuals from the Caribbean islands in America.
- SOC 408 African American Women in American Society (3)** F, Sp
This is an intensive reading and writing course. This course traces the historical, social, and political roles and perspectives
- SOC 421 Field Placement I (6)** F, Sp, Su
Supervised on-site learning experiences. Student placement at appropriate sites are conducted by the field placement director. Regular seminars are held to discuss agency experiences and to provide feedback. Authorization for placement must be obtained, from the field placement director, one semester before placement. Registration and planning with the field placement director must be completed one semester prior to placement.
- SOC 422 Field Placement II (6)** F, Sp, Su
Prerequisite: SOC 421
A continuation of field placement I. Students learn through authorized, supervised work experience in sociology. Student placement in appropriate agencies or organizations are conducted by the division's field placement director.
- SOC 431 Seminar in Drug Abuse (3)** F, Su
An introduction to the field of substances abuse and drug abuse counseling. Students study types of drugs, classification of drugs, the effects of drugs, drug abuse, and counseling modalities. Students identify local, state and national resource persons in the area of substance abuse.
- SOC 450 Sociology of Religion (3)** Sp, Su
Emphasis given to the sociological foundation and development of major denominations, the Black church and cults. Course offered to majors in Social Science and Religion and Philosophy. Permission of chairperson required.

THEATER

- THE 181 Theater Ensemble I (1)** F
Practical experience in theater production, including design, casting, directing, lighting, technical support and public performance, under faculty supervision.
- THE 182 Theater Ensemble II (1)** Sp
Continuation of THE 181.
- THE 281 Theater Ensemble III (1)** F
Continued practical experience in theater production.

THE 282 Theater Ensemble IV (1)**Sp**

Continuation of THE 281.

THE 301 History of Theater (3)**F**

The evolution of theater from its earliest times to the contemporary period, focusing on European developments.

THE 302 History of African American Theater (3)**Sp**

The evolution of theater from its earliest times to the contemporary period, focusing on African and African American (the minstrel show, musical comedy) developments.

THE 311 Acting I (3)**F**

Fundamentals of stage performance, stressing voice production, movement and formal and technical aspects of the actor's art.

THE 312 Acting II (3)**Sp**

Continuation of THE 311.

THE 321 Voice & Movement I (3)**F**

Precision techniques of voice production and bodily flexibility integrated with acting exercises emphasizing demonstration of automatic, non-conscious application of acquired voice and movement skills.

THE 322 Voice & Movement II (3)**Sp**

Continuation of THE 321.

THE 331 Dance & Mime I (3)**F**

Modern dance, stressing body alignment, rhythm, phrasing and dramatic movement.

THE 332 Dance & Mime II (3)**Sp**

Continuation of THE 331.

THE 341 Stagecraft I (3)**F**

A basic study of technical theater practices, emphasizing scenery construction, rigging and prop construction.

THE 342 Stagecraft II (3)**Sp**

Continuation of THE 341.

THE 411 Directing (3)**F, Sp**

Introduction to the basics of play directing, composition, picturization, movement, method of analysis, rehearsal scheduling and business.

THE 421 Stage Management I (3)**F**

Introduction to the duties and responsibilities of the stage manager, focusing on blocking, note taking, cue calling and company relation skills.

THE 422 Stage Management II (3)**Sp**

Continuation of THE 421.

TRANSPORTATION**TRA 235 Geography of Transportation (3)****Sp**

This is a survey of the spatial interaction principles involved in the nature and function on connections among places on the earth. The course seeks to understand the interdependence between the transportation

geography of an area and the economic activities located there. This course will examine both the theatrical and practical structures of transport.

TRA 313 Transportation Regulations

F, Sp

This is a study of the economic and constitutional basis of transportation regulations the regulation of industrial traffic and transportation modes; and the structure and policies of federal and state regulatory agencies. This is an introductory course in the human side of transportation. The course covers passenger public relations, reservations, ticketing and regulations pertaining to passengers.

TRA 330 Surface Transportation (3)

F, Sp

This is a study of surface transportation modes, logistics, relationships to production and distribution. Emphasis will be on the characteristics of management, legislation and public regulation of various surface modes of transportation.

TRA 380 Urban Transportation (3)

F, Sp

Prerequisite: AWS 320.

An analysis of urban and metropolitan transportation development, problems and approaches to mass transit, management techniques, and policy and regulation

VISUAL ART

ART 101 Art History (3)

F

This is a survey lecture course of world art from prehistory to present times with special emphasis on the role played by the African American experience.

ART 103 African American Art (3)

F

This is a lecture course on the history and development of African American artistic expression from the sixteenth century through the Harlem Renaissance to modern times in the United States and the Caribbean.

ART 104 Modern Art (3)

Sp

This is a lecture course on the appreciation of contemporary art and current trends with special reference to the African American experience in art.

ART 121 Beginning Design (3)

F

This is a studio course in basic theory and principles of design and the understanding of rhythm, balance and harmony in visual communication using color, shape, texture, etc.

ART 131 Drawing I (3)

Sp

This is a studio course in freehand drawing focusing on the use of basic shapes and forms, control of line, eye measurement, proportion and drawing from life, and establishing drawing as the basis of all visual art.

ART 200 Art Appreciation (3)

F, Sp, Su

An exposition of the philosophy, principles and materials of the visual arts from earliest times to the contemporary period with illustrative examples from the ancient Egyptians, Greeks, Romans, other ancients and Christians, moderns and contemporaries, emphasizing influences and contributions by Africans and African Americans.

ART 221 Graphic Design I (3)

F

This studio course applies the principles of design to print-oriented subject matter, including advertising design, copyfitting, typography, etc.

ART 231 Painting I (3)

Sp

This is an introductory studio course focusing on basic principles of color theory and exploring the possibilities of water color, acrylic and oil painting.

ART 321 Commercial Art (3)**F**

This course is a further exploration of graphic design focusing on advertising and the business aspects of the trade.

ART 331 Mural Painting (3)**Sp**

This studio course involves the rendering of large images using the grid method and understanding the role of perspective in large works.

ART 341 Sculpture I (3)**F**

This studio course focuses on the basic principles of transferring ideas and concepts conceived two-dimensionally and rendering them in three-dimensional form in clay, plaster and wood media.

ART 421 Illustration (3)**Sp**

This is a studio course with extensive practice in the visual communication of verbal or musical concepts.

ART 431 Stagecraft (3)**F, Sp**

This course supports the minor program in theater; it includes a basic study of technical theater practices with emphasis on scenery construction, rigging and prop construction.

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FALL SEMESTER, 1998

AUGUST	8	Placement Test Early Administration (Main Campus)
	14	Faculty/Staff Conference
	15	Residence Halls Open - NEW STUDENTS ONLY - Orientation Begins
	15-22	Campus Life Orientation and Testing - NEW STUDENTS ONLY
	20-21	New Students Advising and Registration - NEW STUDENTS ONLY (9:00 a.m. - 5:00 p.m.)
	22	OPEN REGISTRATION (9:00 a.m. - 1:00 p.m.) ¹
	23	Residence Halls Open - RETURNING STUDENTS
	24	CLASSES BEGIN - FRESHMEN STUDENTS
	24-26	REGISTRATION ALL RETURNING STUDENTS - MAIN CAMPUS (9:00 a.m.- 7:00 p.m.) ¹
	27	CLASSES BEGIN - RETURNING STUDENTS
	27	LATE REGISTRATION BEGINS - (8:00 a.m. - 4:30 p.m.) ³
	31	Add/Drop Period Begins
SEPTEMBER	4	Deadline to Register for CLAST
	7	Labor Day Recess
	8	Classes Resume
		Add/Drop Period Ends - 8:00 p.m.
		First Deferred Payment Due
	11	LATE REGISTRATION ENDS
	17	Fall Convocation
OCTOBER		Second Deferred Payment Due
	25	FMC Annual Appreciation Dinner
	3	Miss FMC Coronation
		CLAST Administered
	19-24	Mid-Term Examinations (Permit required - See cashier)
OCTOBER 26 - Nov. 13	26	Unsatisfactory Grades Due
	27	Final Deferred Payment Due
		Pre-Registration for Spring 1999 ²
NOVEMBER	6	Last Day to Withdraw (WP/WF)
	20	Deadline to Apply for Spring 1999 Graduation
	24	Donation Day
		Deadline to Remove Incomplete (Spring & Summer 1998)
	26-28	Thanksgiving Recess
	30	Classes Resume
DECEMBER		Last Day to Withdraw Officially from the College
	4	Last Day of Classes
		Last day for Clearance for December 1998 Graduation
	6	FMC Annual Christmas Concert
DECEMBER	7-12	Final Examinations (Permit required - See Cashier)

- 13 Residence Halls Close at Noon
- 15 Grades Due
- 18 Christmas Recess Begins at 5:00 p.m.

SPRING SEMESTER, 1999

- JANUARY**
- 3 Residence Halls Open -Campus Life Orientation
 - 4 Faculty/Staff Conference
 - Orientation and Testing - NEW STUDENTS ONLY
 - 6 OPEN REGISTRATION - MAIN CAMPUS
(9:00 a.m.-5:00p.m.)¹
 - 7 OPEN REGISTRATION- MAIN CAMPUS
(9:00 a.m.-7:00p.m.)
 - 8 OPEN REGISTRATION - MAIN CAMPUS
(9:00 a.m. - 5:00 p.m.)
 - 9 OPEN REGISTRATION - MAIN CAMPUS
(9:00 a.m.-1:00p.m.)
 - 11 CLASSES BEGIN
 - 11-13 Late Registration (\$50 fee)
 - 11-15 Add/Drop Period (\$10 fee effective 01/14/99)²
 - 15 Deadline to Register for CLAST (\$35)
 - 18 Martin Luther King Jr. Holiday
 - 19 Classes Resume
- FEBRUARY**
- BLACK HISTORY MONTH
(Programs will be held throughout the month)
- 5 First Deferred Payment due
 - 8 Last Day to Receive Tuition Refund (20%)
 - 15-19 Homecoming Week
 - 20 CLAST Administered
- MARCH**
- 5 Second Deferred Payment Due
 - 1-6 Mid-Term Examinations (Permits required - See Cashier)
 - 8-13 Spring Break
 - 15 Unsatisfactory Grades Due
 - 15-31 Pre-Registration for Summer 1999
 - 21-26 Religious Emphasis Week
 - 23 Founders' Day
 - 31 Last Day to Withdraw (WP/WF)
- APRIL**
- 1 Final Deferred Payment Due
 - 2 Good Friday Recess
 - 5 Classes Resume

		Last Day to Apply for Summer 1999 Graduation
5-23		Pre-Registration for Fall 1999 ²
15		Honors and Awards Convocation
16		Deadline for Credit by Examination
		Deadline to Remove Incomplete grades for Fall, 1998
		Last Day to Withdraw Officially from the College
16-22		Seniors Examination (Permit required - See Cashier)
22		Faculty Approval of Prospective Spring, 1999 Graduates
23		Seniors Grades Due
		Last Day of Classes
		Last Day for Clearance for May 1999 Graduation
26-30		Final Examinations (Permit required - See Cashier)
MAY	1	Commencement
	2	Residence Halls Close at Noon
	3	All Other Grades Due
	7	Deadline to Register for CLAST (\$35)

SUMMER SESSION, 1999

MAY	30	Residence Halls Open
	31	Memorial Day
JUNE	1	Registration
	2	Classes Begin
	5	CLAST Administered
JULY	5	Independence Day Observed (Classes Suspended)
	6	Classes Resume
	28	Last Day of Classes
		Final Examinations
	29	Grades Due
	31	Commencement

FALL SEMESTER, 1999

AUGUST	7	Placement Test Early Administration (Main Campus)
	14	Residence Halls Open - NEW STUDENTS ONLY
		Orientation Begins
	14-21	Campus Life Orientation and Testing

		NEW STUDENTS ONLY
	19-21	New Students Advising and Registration
		NEW STUDENTS ONLY
	21	OPEN REGISTRATION
	22	Residence Halls Open - RETURNING STUDENTS
	23	CLASSES BEGIN - FRESHMEN STUDENTS
	23-25	REGISTRATION ALL RETURNING STUDENTS
		MAIN CAMPUS
	26	CLASSES BEGIN - RETURNING STUDENTS
	26	LATE REGISTRATION BEGINS
	30	Add/Drop Period Begins
SEPTEMBER	6	Labor Day Recess
	7	Classes Resume
		Add/Drop Period Ends
	10	LATE REGISTRATION ENDS
	16	Fall Convocation
OCTOBER	2	Miss FMC Coronation
	18-23	Mid-Term Examinations (Permit required)
	25	Unsatisfactory Grades Due
OCTOBER 25 - Nov. 12		Pre-Registration for Spring 1999
NOVEMBER	5	Last Day to Withdraw (WP/WF)
	19	Deadline to Apply for Spring 1999 Graduation
	23	Donation Day
		Deadline to Remove Incomplete (Spring & Summer 1998)
	25-27	Thanksgiving Recess
	29	Classes Resume
		Last Day to Withdraw Officially from the College
DECEMBER	3	Last Day of Classes
		Last day for Clearance for December 1998 Graduation
	6-11	Final Examinations (Permit required - See Cashier)
	12	Residence Halls Close at Noon
	14	Grades Due

SPRING SEMESTER, 2000

JANUARY	2	Residence Halls Open -Campus Life Orientation
	3	Faculty/Staff Conference
		Orientation and Testing - NEW STUDENTS ONLY
	5	OPEN REGISTRATION - MAIN CAMPUS
	6	OPEN REGISTRATION- MAIN CAMPUS

7	OPEN REGISTRATION - MAIN CAMPUS
8	OPEN REGISTRATION - MAIN CAMPUS
10	CLASSES BEGIN
10-12	Late Registration (\$50 fee)
10-14	Add/Drop Period (\$10 fee effective 01/14/99) ²
14	Deadline to Register for CLAST (\$35)
17	Martin Luther King Jr. Holiday
18	Classes Resume

FEBRUARY**BLACK HISTORY MONTH**

(Programs will be held throughout the month)

14-18 Homecoming Week

MARCH

6-10	Mid-Term Examinations (Permits required - See Cashier)
13-17	Spring Break
20	Unsatisfactory Grades Due
13-31	Pre-Registration for Summer 1999
19-25	Religious Emphasis Week
21	Founders' Day
29	Last Day to Withdraw (WP/WF)

APRIL

21	Good Friday Recess
24	Classes Resume
	Last Day to Apply for Summer 1999 Graduation
3-21	Pre-Registration for Fall 1999 ²
20	Honors and Awards Convocation
21	Deadline for Credit by Examination
	Deadline to Remove Incomplete grades for Fall, 1998
	Last Day to Withdraw Officially from the College
21-27	Seniors Examination (Permit required)
28	Seniors Grades Due
	Last Day of Classes
	Last Day for Clearance for May 1999 Graduation

MAY

1-5	Final Examinations (Permit required)
6	Commencement
7	Residence Halls Close at Noon
8	All Other Grades Due

SUMMER SESSION, 2000

MAY	28	Residence Halls Open
	29	Memorial Day

	30	Registration
	31	Classes Begin
JULY	4	Independence Day (Classes Suspended)
	5	Classes Resume
	26	Last Day of Classes
		Final Examinations
	27	Grades Due
	29	Commencement

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FLORIDA MEMORIAL COLLEGE

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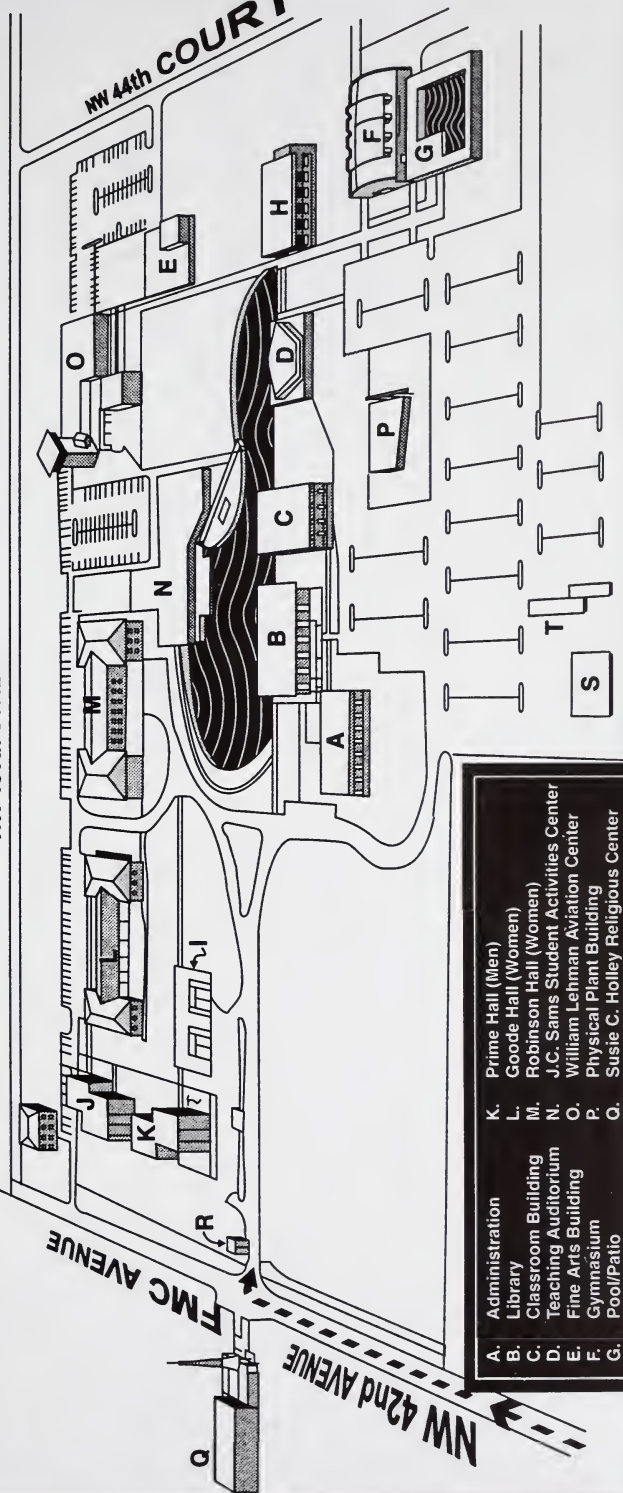
OPA-LOCKA AIRPORT

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NW 44th COURT

FMC AVENUE

NW 42nd AVENUE



- | | | | |
|----|---------------------|----|-------------------------------------|
| A. | Administration | K. | Prime Hall (Men) |
| B. | Library | L. | Goode Hall (Women) |
| C. | Classroom Building | M. | Robinson Hall (Women) |
| D. | Teaching Auditorium | N. | J.C. Sams Student Activities Center |
| E. | Fine Arts Building | O. | William Lehman Aviation Center |
| F. | Gymnasium | P. | Physical Plant Building |
| G. | Pool/Patio | Q. | Susie C. Holley Religious Center |
| H. | Science Building | R. | Guard House |
| I. | Tennis Courts | S. | Student Educational Service Center |
| J. | Duo Hall (Men) | T. | Student Health Center |



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